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INVENTORY OF THE COUNTY ARCHIVES

OF NEW YORK STATE

(Exclusive of the Five Counties
of New York City)

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 6. CHAUTAUQUA COUNTY (MAYVILLE)

.

Albany, New York
The Historical Records Survey
October 1938

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INVENTORY OF THE COUNTY ARCHIVES OF NEW YORK STATE

(Exclusive of the Five Counties of New York City)

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HISTORICAL RECORDS SURVEY
ALBANY 1938

The Historical Records Survey

Luther H. Evans, National Director
Edward P. Alexander, State Director

Division of Women's and Professional Projects

Ellen S. Woodward, Assistant Administrator
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WORKS PROGRESS ADMINISTRATION

Harry L. Hopkins, Administrator
Lester W. Herzog, State Administrator

FOREWORD

The Inventory of County Archives of New York State is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Works Progress Administration. The publication herewith presented, an inventory of the archives of Chautauqua County, is number 6 of the New York State series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the county, and also the needs of lawyers, business men, and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records - they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single county, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Women's and Professional Projects, of which Mrs. Ellen S. Woodward, Assistant Administrator, is in charge.

HARRY L. HOPKINS
Administrator

WORKS PROGRESS ADMINISTRATION
OF NEW YORK STATE
(EXCLUSIVE OF NEW YORK CITY)
OLD POST OFFICE BUILDING
ALBANY, NEW YORK

LESTER W. HERZOG
ADMINISTRATOR

79 North Pearl Street
Albany, N. Y.

It gives the Historical Records Survey of New York State much pleasure to send you their inventory of the county records of Chautauqua County. This is the third inventory they have published. (The first was of Albany County and the second, of Broome County.) They will eventually issue such inventories for each county in upstate New York.

May I suggest that all county officials, librarians, and directors of historical societies keep these inventories where they will be most useful to the general public.

It is not necessary to acknowledge receipt of this volume, but if you should have any comments to make concerning the work of the Survey, will you please address them to Lester W. Herzog, Administrator, Works Progress Administration of New York State, Old Post Office Building, Albany, N. Y.

Cordially yours,

Edward P. Alexander
State Director
Historical Records Survey

October 15, 1938

PREFACE

The Historical Records Survey began work in Chautauqua County in February, 1936. The county was at first included in the district supervised by the Lockport office in charge of Edward J. Powers, of Niagara Falls, but in June, 1936, it was attached to the Buffalo district, then under the supervision of Crosby Maynard. On August 1, 1936, Mr. Maynard became the assistant state director of the Survey, and Mrs. Mabel C. Holmes, of Buffalo, succeeded him as district supervisor. Mrs. Holmes has been largely responsible for the quality of the field work. The editorial work has been carried on at Albany with Norman J. La Pointe responsible for building reports; Benjamin J. Lowenstein, for court records; Philip P. Brewer, for county clerk's records; Frank Cousins, for the records of other offices; and Amalia V. Pesko, for the index.

Without exception, Chautauqua County officials have been courteous and helpful in enabling the Survey to obtain an accurate inventory of their offices. The Chautauqua County Board of Supervisors very kindly supplied the paper and other materials used in this publication. The Survey has greatly appreciated this hearty cooperation.

The Historical Records Survey began operations in upstate New York in February, 1936, under the technical supervision of Edward P. Alexander, Director of the New York State Historical Association. Until May of that year the Survey was under the administrative supervision of the Federal Writers Project, but since that time it has been virtually autonomous and is now an independent part of Federal Project No. 1.

The objective of the Survey in New York has been the preparation of complete inventories of the records of each State Department, county, town, city, and village. Although a condensed form of entry is used, information is given as to the limiting dates of all extant records, the contents of individual series, and the location of records in statehouse, county courthouse, or other depository.

The Inventory of the County Archives of New York State will, when completed, consist of a set of 57 volumes with a separate number for each county in the state. The units of the series are numbered according to the respective position of the county in an alphabetical list of counties. This inventory for Chautauqua County is number 6. It is the third volume to be issued by the Survey. The first one was for Albany County (No. 1), and the second for Broome County (No. 3). The inventory of the state archives and of local records will constitute separate publications. The inventories of the five counties constituting New York City will be issued as a separate series by the Historical Records Survey of New York City.

The various units of the Inventory of the County Archives of New York State will be published in mimeographed or printed form for free distribution to state and local public officials, libraries, and historical societies in New York, and to a limited number of libraries and government agencies outside of the state. Requests for information should be addressed to the Historical Records Survey, 79 North Pearl St., Albany, N. Y.

Valuable cooperation in planning the system of inventory was received from Dr. Alexander C. Flick, New York State Historian; Dr. Dixon Ryan Fox, President of the New York State Historical Association; A. J. F. van Laer, New York State Archivist; Edna L. Jacobsen, Manuscripts Division, New York State Library; Hugh M. Flick, New York State Supervisor of Public Records; William E. Flook, Clerk of Broome County; and Frederic A. Smith, Clerk of Dutchess County.

I wish to add a personal word of thanks to our national supervisor, Dr. Luther H. Evans, whose skilful management has made possible the Historical Records Survey; to Eric Branham, of the Works Progress Administration of New York State, for his smooth supervision of the Federal projects; to Joseph A. McGinnies, Clerk of the Chautauqua County Board of Supervisors, for his appreciation of the value of the Survey for record-keeping officials; and finally to the researchers and office workers who have conscientiously done their part to obtain an accurate inventory but must needs remain anonymous.

EDWARD P. ALEXANDER
State Director
Historical Records Survey

October 15, 1938

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1. HISTORICAL SKETCH OF CHAUTAUQUA COUNTY

Area: 1069 square miles. Population: 130,068. County Seat: Mayville (1273)

Chautauqua County, for long the habitat of the Erie Indians, was included within the area purchased by the Holland Land Company, 1792-93. The first white man to live in the region seems to have been Amos Sottle (Sawtel), who lived on Cattaraugus Creek, 1796-97, but the first permanent settlers were probably Col. James McMahon and Edward McHenry, who came to the "Cross Roads" (today, Westfield) in 1801-02. A small part of the Cattaraugus Indian Reservation lies in the county in the town of Hanover.

The region was included successively in Montgomery (name changed from Tryon, Apr. 2, 1784), Ontario (Jan. 27, 1789), and Genesee (Mar. 30, 1802) Counties. On Mar. 11, 1808, Chautauqua County was established within its present bounds, though, until it should have 500 taxable inhabitants, it was to remain part of Niagara County. The census of 1810 showed that Chautauqua had met the requirement, and on Feb. 9, 1811, it became fully organized. The county's name is taken from the Iroquois. Its meaning is much in dispute, various authorities defining it as: bag tied in the middle; place where one was lost; foggy place; and place where the fish was taken out. The original spelling of the name was Chautauque, but the board of supervisors changed it to the present form by resolution of Oct. 11, 1859.

Mayville has always been the county seat but has had to withstand numerous attempts to move the county offices to Canawaday (now, Fredonia), Delanti, Dunkirk, or Jamestown, or to set up a new county of Marshall with lands taken from Cattaraugus, Chautauqua, and Erie Counties.

BIBLIOGRAPHY: N. Y. Session Laws; N. Y. Civil List; A. W. Anderson, The Conquest of Chautauqua, Jamestown, 1932; J. P. Downs, ed., History of Chautauqua County and Its People, N. Y., 1921, 3 vols.; Obed. Edson, History of Chautauqua County, Boston, 1894, 2 vols.; A. W. Young, History of Chautauqua County, Buffalo, 1875.

2. HOUSING, CARE, AND ACCESSIBILITY OF THE COUNTY RECORDS

The first courthouse of Chautauqua County took the form of a two-story extension to John Scott's Tavern on the southeast corner of the present square at Mayville. This structure served the county from 1811 to 1814, at which time a two-storied, substantial building was ready for use. Consisting of a jail on the first floor and a courtroom on the second floor, it was situated on what is now the front lawn of the present court-

house (Anderson, op. cit., p. 339; Laws of 1811, chap. 115). In 1824 a fireproof clerk's office was authorized to be erected on the square at Mayville, and in 1832 a new two-story jail was added (Laws of 1824, chap. 101; 1830, 303; 1832, 54). By this time a new courthouse was needed, and, after some quarrel over the expense, it was built in 1835 (Laws of 1834, chaps. 13, 76, 133; 1835, 47). This building saw a long period of service until 1909 when the present one was completed. In 1859 a new county clerk's office was constructed and in 1880 a new jail.

In 1831 the board of supervisors purchased a poor farm near Dewittville, and in the following year a brick poorhouse opened its doors (Edson, op. cit., p. 323). The present buildings on the county farm date from about 1880.

The present courthouse is a stone building, 135' x 75' x 65', with two stories and a basement. In the basement are found storerooms of the clerk, treasurer, surrogate, and board of elections, and the office of the motor vehicle bureau; on the main floor are the offices of the clerk, treasurer, surrogate, and board of elections; and on the second floor are the room of the board of supervisors, the courtroom, jury rooms, and district attorney's office. The whole building is of fire-resistant construction. The offices have brick or tile walls, steel or tile ceilings, and if the floors are of wood they are laid over concrete. The storerooms have brick or tile walls and concrete floors and ceilings.

The brick county jail (1880) is also at Mayville. Its dimensions are 80' x 35' x 40', and it contains the office and living quarters of the sheriff. The walls and ceiling of the office are of plaster, the floor of wood. The children's court records are in the law office of the clerk of the court on the second floor of a brick building (1902) in Fredonia, and the records of the board of supervisors are in the office of the clerk of the board in a brick and wooden building (1895) in Ripley. The district attorney has a private office containing part of his records in the brick Fenton Building (1900) at Jamestown. The superintendent of highways has offices in the modern County Highway Building at Falconer, built in 1929 of brick and concrete and practically fireproof. The offices of the commissioner of public welfare are found in the brick administration building (1885) on the county farm at Dewittville with plaster walls and ceiling and wooden floor; in the city hall (1916) at Dunkirk, practically fireproof with brick walls, concrete ceiling, and tiled floor; and in the Wellman Building (1900) at Jamestown with brick walls, steel ceiling, and concrete floor.

All in all, the records of Chautauqua County are well kept, with the more important series safe from fire. The offices are not crowded and there are ample accommodations for users.

The county records have not been so well treated in the past. The two clerk's buildings (1824, 1859) did not have cellars, and many records were damaged by water and also gnawed by rats. A great mass of the surro-

gate's file papers (but no bound volumes) were destroyed by the fire at Jamestown of Feb. 4, 1870, which destroyed the Brodhead Block, in which Surrogate H. O. Lakin had his offices.

3. HOW TO USE THIS INVENTORY

The great mass of material contained by the public record offices of the county makes it imperative that a condensed form of entry be used. But, though the entries may appear a bit formidable at first, they are easily understandable.

Arrangement

The inventory is ordered in a logical manner. First come the entries for the county clerk's office, the most important record depository of the county. Then follow entries for the board of supervisors, county treasurer, surrogate, sheriff, district attorney, county superintendent of highways, commissioner of public welfare, and the county tuberculosis hospital.

Within the offices of the county clerk and of the commissioner of public welfare a logical arrangement is used because of the heterogeneous character of the records. But in the other offices, whose functions are more unified, an alphabetical arrangement is employed. The key word of the title is alphabetized.

Entries

The following rules are used in making the entries:

1. If two (or more) radically different titles appear for a series of records, one is adopted as standard and the other is placed within parentheses.

EXAMPLE:

Alcohol permits (Prohibition permits)

2. When several series contain the same key word or words, the key words are placed on one line followed by a colon. Then the remaining words of the entries are arranged alphabetically on succeeding lines indented three spaces from the key word.

EXAMPLE:

Court and trust funds:
 Journals of
 Ledger of

3. The entries for receiving book (or docket or register) and index series regularly follow the series of papers to which they refer.

EXAMPLE:

Court records:

papers

Receiving book of (Register)

Index to (by plaintiff and defendant)

4. All printed series are underlined and followed by place and date of publication within parentheses.

EXAMPLE:

Deeds:

Index to . . . Grantees (Albany, 1908-11)

5. Variation of the location of a series is indicated very simply and clearly.

EXAMPLE:

Building loan agreements (1906+) 43f, G; Vault over Rm 128(1906-15)
6f; Rm 97 Vault(1916-26) 27f; Rm 128(1927+) 10f

The above example means: From 1906 to date there are 43 files in good condition. Six files (1906-15) are in the vault over Room 128; 27 files (1916-26) are in the vault in Room 97; and 10 files (1927+) are in Room 128.

4. LIST OF ABBREVIATIONS AND SYMBOLS

A alphabetically arranged
ads. at the suit of
Art. article
b box
Bldg building
bu bundle
chap. chapter
e envelope
f file box
F fair condition
G good condition
I index in each volume
P poor condition
PR prior records
Rm room
sec. section
SR subsequent records
U unindexed
v or vol. volume
+ to date (1938)
£ pounds

COUNTY CLERK (Courthouse)

In England there was really no county clerk. Yet as early as the seventeenth century the custos rotulorum, or keeper of the rolls, had charge of the records of the county court of quarter sessions held by the justices of the peace, and, at the time the American colonies were settled, the clerk of the general sessions of the peace, and the clerk of the county court were sometimes called county clerks. There was no such officer in New Netherland because there were no counties. However, the secretaries of the local courts performed some of the duties a county clerk possesses today. After the English conquered New Netherland in 1664, they set up a shire called Yorkshire, which included Long and Staten Islands, and part of Westchester, and was divided into three ridings with a court of sessions in each. The Duke's Laws of 1665 provided that "every Clarke of every Court of Sessions," in addition to his regular duties as court clerk, should record grants, sales, mortgages, and other conveyances, and also issue licenses to "Innkeepers and Victuallers" (Colonial Laws, I, 30, 34). In 1674 the Duke's Laws were extended throughout the colony (Ibid., I, 107).

After the twelve original counties were erected, Nov. 1, 1683, the clerk of the court of sessions (and later, of common pleas) acted as register of land conveyances and was generally known as the county clerk (Ibid., I, 121, 141). Under the common law in England, there was no obligation to record conveyances of land, and no general system was established there until 1875. But in the American colonies, where the system of public land records was developed, such an arrangement was necessary on account of the mobility of the population and the frequent transfers of land, so as to safeguard purchasers against previous alienations or encumbrances (J. A. Fairlie and C. M. Kneier, County Government and Administration, N. Y., 1930, pp. 173-74).

During the colonial period, the clerk was appointed by the governor for an indefinite term. Under the constitution of the state of New York of 1777 (Art. XXIII), he was named by the council of appointment. The constitution of 1821 (Art. IV, sec. 3) made the office elective and the term three years. Subsequent constitutions have retained this arrangement.

The chief functions of the clerk today still follow those laid down by the Duke's Laws. He is clerk of the county and supreme courts, general register of property (except in Westchester and the counties comprising New York City, where separate registers are found), and recorder of licenses and permits. He also acts as a sort of county archivist, because a great many records of other departments and of the state, town, and municipality are stored with him (Cahill's Consolidated Laws, 1930, chap. 11, sec. 160-80).

The first clerk of Chautauqua County was John E. Marshall, named by

the governor and council of appointment on Feb. 9, 1811. In 1890 the office became salaried, all fees accruing to the account of the county (Laws of 1890, chap. 547; 1907, 101).

The records of the county clerk are found in the courthouse. On the first floor are the Main Record Room, the Northwest Room, Room No 1, the Court Clerk's Office, the Clerk's Private Office, and the Hand Recording Room, and the Indexing Room. In the basement are the Clerk's Storeroom and the records of the motor vehicle bureau. The records are well kept with adequate room for expansion and facilities for users. Some records are missing or in poor condition because the two county clerk's buildings (1824, 1859) did not have cellars, and records were exposed to water and rats.

I N V E N T O R Y

I. COURT RECORDS

These records are among the most valuable historical source materials in the possession of the clerk. Yet the non-current records usually receive less care than any others in his office. In the inventory below, the titles are, as a rule, grouped under the issuing courts. Exceptions to this rule occur in certain records of cases on appeal and transcripts of judgments which may require listing under the court to which they are addressed. The courts are arranged from highest to lowest.

Under the issuing courts, the records are listed in alphabetical order. While a systematic arrangement to distinguish between civil and criminal actions and to trace the development of an action from summons and complaint or indictment through trial to judgment or sentence is doubtless desirable, the records themselves are arranged in such a manner as to make such a system very complex, if, indeed, not impossible. If one has the custody of the records, it is a simple task to devise a classification and make the records conform to it. But when a classification must be made sufficiently broad to embrace fifty-seven different systems of record keeping, concessions must be made to practical considerations. The alphabetical order, while far from ideal, seems to fit the situation better than more significant systems of arrangement.

As a general thing, when records originating in several courts are encountered, they are entered under the court in which the bulk of them originated. If they are rather evenly divided among the courts, the entries are placed under the court of highest jurisdiction. Therefore, the inventory of the records of the supreme court should be examined with much care. Indeed, to obtain a complete picture of any one of these courts, it is well to examine the inventory of the records of all of them. Because the same officer may preside over different courts and because of overlapping jurisdiction and indiscriminate filing, it is often difficult to determine the issuing court. Such general records as judgment dockets have arbitrarily been placed under the supreme court. See also surro- b-.

SUPREME COURT [1817+]

In 1691 this court was set up, following the court of as-sizes (1665-84) of the Duke's Laws. The supreme court had original and appellate jurisdiction in civil causes involving at least £20. In criminal matters, by writs of certiorari, it could remove indictments or informations from the country districts to be heard en banc in N. Y. city. In 1692 the justices began to ride circuit (see circuit, and oyer and terminer courts). The court was continued intact by the constitution of 1777. In 1786 the junior justice was authorized to conduct a court of exchequer as a branch of the supreme court, but this practice was discontinued in 1829. Under the constitution of 1846, general terms were established, at which at least three justices of a district sat en banc, while special terms could be held by any justice to transact equity business. The jurisdiction of the court of chancery was taken over. Appeals from lower courts or from decisions of a single justice were heard at the general term. Under the constitution of 1894, the general term was succeeded by the appellate division of the supreme court. The circuit, and oyer and terminer courts gave place to the trial term. The special term, presided over by a single justice, was devoted to hearing and determining motions and special proceedings. The superior court of Buffalo was abolished and its proceedings and judges transferred to the supreme court. There are today four judicial departments with appellate divisions, and nine judicial districts in the state, but the supreme court meets regularly in each county.

The supreme court did not function in Chautauqua County until 1817 when the judge on circuit held the first court of oyer and terminer.

- 1 Affidavits (1863-1917) 57f, G, Basement Storerm.

For index, see 11; for PR and SR, 10.

Affidavits and notices of motion for court orders. County court also. Gradually being refiled in 10.

Appeals:

- 2 Cases and exceptions (1860-1916) 26f, G, Basement Storerm. For index, see 11; for PR and SR, 10. Appeals made to higher courts or from county court to supreme court. Gradually being refiled in 10.

Appeals:

- 3 Notices of (1860-1916) 4f, G, Basement Storerm.
For index, see 11; for PR and SR, 10.
Of county court also. Gradually being refiled in 10.
- 4 Attachments (1861-1916) 5f, G, Basement Storerm.
For index, see 11; for SR, 10.
Affidavits, inventories, and warrants in actions of attachment. Of county court also. Gradually being refiled in 10.

Bonds:

- 5 Bail, books (Recognizances) (1881-98) 3v, U, G,
Hand Recording Rm
For appearance of defendant or to compel witness to testify. Printed-form copies. County, oyer and terminer, and sessions courts also.
- 6 Bail, docket (Recognizance docket) (1878-91) 1v,
A, G, Hand Recording Rm
Single-line entries. Arranged by defendant.
- 7 Miscellaneous (1815+) 50f and 11bu, U, G; Basement Storerm(1815-62) 11bu; Main Record Rm (1821-1935) 48f; Rm 1(1936+) 2f
Bail bonds; bonds in actions of attachment and replevin; bonds of committees, guardians, and receivers. Of circuit, common pleas, county, oyer and terminer, and sessions courts also.
- 8 Calendars (1850-78, 1906+) 7v and 1bu, U, G; Basement Storerm(1850-78) 7v; County Clerk's Private Office(1906+) 1bu
Chronological arrangement of each case for trial. County court also. Handwritten through 1878; printed since.
- 9 Certiorari proceedings (1867-1904) 1f, G, Basement Storerm. For index, see 11; for SR, 10.
Gradually being refiled in 10.

Court records:

- 10 papers (1811+) 258f and 144bu, G; Basement Store-

ABBREVIATIONS: A (alphabetically arranged); b (box); Bldg (building); bu (bundle); e (envelope); f (file); F (fair condition); G (good condition); I (index in each volume); P (poor condition); PR (prior records); Rm (room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

Court records:

rm(1811-65) 144bu; Rm 1(1837-99) 78f; Main Record Rm(1900+) 180f. For index, see 11.

Separate envelopes containing all papers on each case, such as affidavits of merit, cases on appeal, certiorari proceedings, committee's reports, complaints; coroner's inquest papers, default actions, depositions, divorce papers, habeas corpus proceedings, incompetents' proceedings, insolvency papers and discharges, judgment rolls in partition, justices' returns on appeals, lunacy certificates, New York State tax warrants, notices of appeals, orders, pleadings, receivers' appointments, reports, summons, surplus money proceedings. Of circuit, common pleas, and county courts also.

- 11 Receiving book of (Clerk's register) (1811+) 23v, G, Main Record Rm. For index, see 12.
Docket showing steps taken in cases. Older cases are of common pleas and circuit courts. Of county court also.
- 12 Index to (Index to clerk's register) (1811+) 9v, G; Main Record Rm(1811-59) 3v; Rm 1(1860+) 6v

Court and trust funds:

- 13 Register of (1887+) 2v, U, G, Rm 1
Property administered by the court or its designees. County court also. Single-line entries. Laws of 1895, chap. 544.
- 14 Reports of (1884-91) 1f, U, G, Basement Storerm.
Made by county treasurer to county clerk each year.
- 15 Criminals, Record of habitual (1925+) 1v, I, G, Court Clerk's Office
Statement that defendant is adjudged such. County court also.
- 16 Equity cases, Receiving book of (Supreme court equity causes) (1847-51) 1v, U, G, Main Record Rm
Clerk's register of equity term cases.
- 17 Habeas corpus proceedings (1817-99) 2f, G, Basement Storerm. For index, see 11; for SR, 10.
Petitions, returns, and writs. Of county, oyer and terminer, and sessions courts also. Gradually being refiled in 10.
- 18 Indictments (1817+) 15f and 21bu, U, G, Court Clerk's Office
Grand jury statement charging defendant with a specified

crime. Include sealed indictments and those dismissed and quashed. Of county, oyer and terminer, and sessions courts also.

Judgments:

- 19 papers (1899-1927) 497f, G; County Clerk's Private Office(1899-1926) 400f; Hand Recording Rm(1927) 97f. For index, see 12; for PR and SR, 10.
Include also bills of cost and miscellaneous papers. County court also. Gradually being refiled in 10.
- 20 Recorded (1857+) 55v, G, Main Record Rm. For index, see 21.
County court also.
- 21 dockets (by debtor) (1812+) 49v, A, G, Main Record Rm
Cover judgments of circuit, common pleas, county, and outside supreme and county courts also. Include judgments of lower courts after 1870.
- 22 Satisfaction of (1830+) 21f and 3bu, U, G; Basement Storerm(1830-58) 3bu; Rm 1(1859+) 21f
Creditors' acknowledgment of payment. Circuit, county, and justices' courts also.
- 23 Transcripts of, from other counties (1844+) 11f and 3bu, U, G; Easement Storerm(1844-58) 3bu; Main Record Rm(1859-1932) 10f; Rm 1(1933+) 1f
Give damages and costs. Later records mainly printed forms. Earlier records belong to court of common pleas.

Juries and jurors:

- 24 Affidavits of (1914+) 1f, U, G, Main Record Rm
State facts that necessitate that they be excused early from court sessions. County court also.
- 25 lists (1820-53, 1896+) 4f and 11bu, U, G; Basement Storerm(1820-53, 1896-1925) 11bu; Court Clerk's Office(1926+) 4f

ABBREVIATIONS: A (alphabetically arranged); b (box); Bldg (building); bu (bundle); e (envelope); f (file); F (fair condition); G (good condition); I (index in each volume); P (poor condition); PR (prior records); Rm (room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

Juries and jurors:

Names and addresses of prospective jurors for use in all courts of county.

- 26 payrolls (1931+) 1f, U, G, Court Clerk's Office
Payment to both grand and trial jurors. Of county court also.
- 27 subpoena tickets (1898+) 12f, U, G; Basement Storerm(1898-1923) 9f; Main Record Rm(1924+) 3f
Subpoenas for jurors to appear for service with proof of service on jurors. County court also.
- 28 voucher books (1880+) 52v, U, G; Basement Storerm (1880-1933) 50v; Court Clerk's Office(1934+) 2v
Stubs of jurors vouchers. Include vouchers of indigent witnesses. Circuit, county, and oyer and terminer courts also.

Lis pendens:

- 29 notices (1831-1927) 31f, G, Main Record Rm. For index, see 11; for SR, 10.
Notice that a specified action is pending involving certain described premises. Circuit, common pleas, and county courts also. Gradually being refiled in 10.
- 30 notices, Recorded (1865+) 20v, U, G, Main Record Rm
Of circuit, common pleas, and county courts also.
- 31 Index to (Docket) (by defendant) (1831+) 12v, G, Main Record Rm

Minutes:

- 32 Recorded (1847+) 24v, U, G; Hand Recording Rm (1847-1906) 19v; Court Clerk's Office(1907+) 5v
Brief summaries of steps in case. Contain minutes of special term (1847+); general term (1847-95); circuit court (1852-95); court of oyer and terminer (1839-95); court of sessions (1889-95); trial term, civil and criminal (1896+). One vol. of special term (equity term) minutes (1847-52) in Main Record Rm.
- 33 Stenographer's transcribed, of testimony (1877+) 33f, G, Basement Storerm. For index, see 11.
Full account of testimony in actions appealed to a higher court. Of county court also.

Naturalization:

Any court of record formerly conducted the process. This led to a separate informal bureau in the county clerk's office. Since 1906 Congress has determined the form of the records used, and naturalization proceedings usually take place in supreme court. Naturalization proceedings are held by the supreme court at Jamestown and Fredonia as well as at Mayville, and all records are bound or filed in three divisions according to the place from which they issue.

- 34 admissions, Recorded (Orders granting or denying citizenship) (1929+) 3v, G, Clerk's Private Office. For index, see 37; for PR, 38. Final papers. Printed forms.
- 35 certificates of citizenship stub book (Alien certificates) (1837+) 40v, U, G, Clerk's Private Office
- 36 declaration of intention record (1837+) 26v, G, Clerk's Private Office. For index, see 37. Copies of first papers. Printed forms. Until 1914 in one series; after then in 3 series: Fredonia; Jamestown; Mayville.
- 37 declaration of intention and petition index (by name of applicant) (1837+) 2v, G, Clerk's Private Office
- 38 petition and record (1837+) 71v, G, Clerk's Private Office. For index, see 37. Final papers including petitions, oaths, affidavits, and declarations of intention. After 1906 include U. S. Department of Labor certificates of arrival. Before 1929 include orders of admission, of which some were issued by common pleas and county courts. Printed forms. After 1906 in three divisions. Entitled: Naturalization record (1837-1906), 16v; Petition and record (1906-29), 51v; Petition (1929+), 3v; Record of final applications (1896-1906), 1v.

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Orders:

- 39 Original (1399-1917) 45f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
Judge's decisions on motions. Gradually being refiled in 10.
- 40 Recorded (1847+) 34v, U, G, Main Record Rm
Cover special terms (1847-56), 2v.
- 41 Petitions (1900-17) 18f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
Generally used to commence a special proceeding. Gradually being refiled in 10. County court also.
- 42 Receivers, Orders appointing (1862+) 2v, U, G, Main Record Rm
Designating individual to take over assets of debtor. Circuit and county courts also.
- 43 Referees' reports of sales (1900-18) 14f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
In foreclosure and partition actions. Of county court also. Gradually being refiled in 10.

Sheriffs' certificates of sale:

- 44 papers (1827-56) 2bu, G, Basement Storerm. For index, see 11.
Return by sheriff reciting seizure of property of debtor and sale thereof. Common pleas court also.
- 45 Recorded (1820+) 4v, G, Main Record Rm. For index, see 46.
Of circuit, common pleas, and county courts also.
- 46 Index to (by defendant) (1820+) 1v, G, Main Record Rm
- 47 Stipulations (1878-1916) 4f, G, Basement Storerm.
For index, see 11; for PR and SR, 10.
Stipulations between attorneys. Of county court also. Gradually being refiled in 10.

CIRCUIT COURT [1817+]

Civil branch of supreme court. Supreme court justices

began to ride circuit in 1692. From 1821 to 1846 there were separate circuit judges. Followed by supreme court (trial term). See also supreme court.

- 48 Minutes, Recorded (1835-51) 1v, U, G, Hand Recording Rm. For PR, see 49; for SR, 32.

COURT OF OYER AND TERMINER [1817-95]

Under the Duke's Laws of 1665, a commission of oyer and terminer could issue from the governor and the council to speed up the case of a capital offender, since the court of assizes met only once each year. In 1683 a separate court of oyer and terminer and general gaol delivery, composed of a judge and four justices of the peace, had both criminal and civil jurisdiction and could hear on appeal cases involving at least £5. This court was discontinued in 1691, but in the next year the justices of the supreme court began to try criminal cases on circuit under their commissions of oyer and terminer. This practice continued until 1896 when the trial term of the supreme court was instituted. During 1821-46, special circuit judges held the courts of oyer and terminer. See also supreme court.

- 49 Minutes, Recorded (1816-83) 5v, U, G, Hand Recording Rm. For SR, see 32.
Contain also minutes of the circuit court (1817-34).

COURT OF COMMON PLEAS [1811-46]

First set up in New York in 1691 when it took over the civil jurisdiction of the old court of sessions. Followed by county court.

- 50 Bonds docket, Special bail (1830-48) 1v, U, G, Basement Storerm

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See also pages 3-5.

16. Clerk (Courthouse); Court of Common Pleas

This docket shows defendant, name of person giving bail, plaintiff, before whom given, and date of filing. There is a column labeled "Surrendered" but no entries.

- 51 Calendars (1837-46) 1v, U, G, Basement Storerm
- 52 Minutes, Recorded (1811-42) 8v, U, G, Hand Recording Rm. For SR, see 70. See also 53.

COURT OF SESSIONS [1811-95]

Followed Dutch local courts. The Duke's Laws of 1665 established courts of sessions in each of the three ridings of Yorkshire (Long and Staten Islands, and Westchester County). Held by the justices of the peace of the riding, sitting en banc. Civil jurisdiction in cases of £5 to £20. Criminal jurisdiction in all except capital offenses. In 1683 these courts were set up for each county, with criminal and civil jurisdiction, but in 1691 they were limited to criminal matters. Followed by county court. See also county court.

- 53 Minutes, Recorded (1811-89) 7v, U, G, Hand Recording Rm. For SR, see 32.
Include minutes of court of common pleas (1832-45).
- 54 Witnesses, Examination of (1814-95) 15f, U, G, Basement Storerm
In criminal cases. Of oyer and terminer and supreme courts also.

COUNTY COURT [1847+]

Follows court of common pleas. Absorbs court of sessions (1896). In Chautauqua County, since 1849, there has been a special county judge who now holds county, children's, or surrogate's court when the regular county judge cannot preside (Laws of 1849, chap. 306; 1935, 85). This arrangement allows all except trial business of the county court to take place at Jamestown or Dunkirk as well as at Mayville, the county seat. All records of either judge are filed with the county clerk at Mayville. See also surrogate.

- 55 Appeals, Justices' courts' returns on (1877-1916)
20f, G, Basement Storerm. For index, see 11;
for PR and SR, 10.
Gradually being refiled in 10.

Assignments, General:

- 56 orders in, Recorded (1830-59, 1873+) 5v, U, F,
Main Record Rm. For records (1860-77), see
205.
Designate assignee, direct him to reconvey to debtor
or to advertise for creditors, and direct final account-
ing. Supreme court also. Laws of 1877, chap. 466.
- 57 papers (1896+) 48f, U, G, Main Record Rm
Petitions, orders, referee's reports, stipulations,
inventories, and notices to creditors. Mainly printed
forms. Supreme court also. Laws of 1866, chap. 116.
- 58 Children surrendered by parents (1924+) 1v, I, G,
Rm 1
Children surrendered to commissioner of public welfare to
be placed out. Laws of 1924, chap. 437.
- 59 Convictions, Certificates of (1837-63, 1890+) 68f
and 4bu, U, G; Basement Storerm(1837-63) 4bu;
Main Record Rm(1890+) 68f
Convicting a named defendant for a specified crime.
Printed forms. Of oyer and terminer and supreme courts
also.
- 60 Convictions, County clerk's statements of (1896-
1905) 1f, U, G, Basement Storerm
To State Secretary of State quarterly. Supreme court
also.
- 61 Criminal statistics (1896+) 4f, U, G; Basement
Storerm(1896-1905) 2f; Court Clerk's Office
(1906+) 2f
Statements by district attorney to county clerk reporting
the history of individual convictions. Supreme court also.
- 62 Criminals, Pleas of, at arraignment (1906+) 5f, U,
G, Court Clerk's Office
Supreme court also.

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(bundle); e (envelope); f (file); F (fair condition); G (good condition);
I (index in each volume); P (poor condition); PR (prior records); Rm
(room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

- 63 Executions (1813+) 43f, U, G; Basement Storerm(1813-1926) 32f; Rm 1(1927+) 11f
Directions to sheriff to seize property of judgment debtor with which to satisfy judgment. Of circuit, common pleas, and supreme courts also.
- 64 Filiation, Orders of (1864-77) 1f, G, Basement Storerm. For index, see 11; for SR, 10.
Determining parentage of children. Gradually being refiled in 10.
- 65 Incompetents' (Lunacy) papers (1900-17) 22f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
Evidence and petitions for commitment and property disposition. Gradually being refiled in 10.
- 66 Infants' proceedings (1900-09) 20f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
Relative to property rights, sale, and foreclosure of real estate. Gradually being refiled in 10.
- Judgments:
- 67 Justices' courts' judgment books (1816-71) 4v, A, G; Basement Storerm(1816-52) 2v; Hand Recording Rm(1853-71) 2v
Single-line entries summarizing information given in 69.
- 68 transcript stubs (1918+) 4v, U, G; Basement Storerm(1918-26) 2v; Rm 1(1927+) 2v
Stubbs issued by county clerk. Of supreme court also.
- 69 Transcripts of, from lower courts (1838+) 17f and 9bu, U, G; Basement Storerm(1838-57) 9bu; Main Record Rm(1858-1934) 16f; Rm 1(1935+) 1f
Give damages and costs. Judgments of municipal or justices' courts become county court judgments by virtue of filing with county clerk.
- 70 Minutes, Clerk's recorded (1845+) 13v, U, G; Hand Recording Rm(1845-1910) 7v; Court Clerk's Office (1911+) 6v
Contain also minutes of court of common pleas (1845-47).
- 71 Notes of issue (1812-1928) 33f and 8bu, G, Basement Storerm. For index, see 11; for SR, 10.
Of common pleas and supreme courts also. Gradually being refiled in 10.

Orders:

- 72 Original (1899-1917) 37f, G, Main Record Rm. For index, see 11; for PR and SR, 10.
Include garnishee orders. Gradually being refiled in 10.
- 73 Recorded (1852+) 27v, U, G, Main Record Rm
- 74 Surplus moneys, Claims for (1860-1916) 2f, G, Basement Storerm. For index, see 11; for PR and SR, 10.
Notices in mortgage foreclosure actions. Gradually being refiled in 10. Supreme court also.

CHILDREN'S COURT [1922+]

Under Article VI, sec. 18 of the constitution of 1894, the legislature had power to create inferior courts, not of record, without equity jurisdiction and with jurisdiction no greater than the county courts. On November 8, 1921, this section was amended to authorize the legislature to establish children's courts or courts of domestic relations. The Children's Court Act (Laws of 1922, chap. 547) set up such tribunals with jurisdiction over delinquent, neglected, or dependent minors, and over adults responsible for or contributing to such delinquency, or who neglect to support a spouse, child, or poor relative. In only Albany, Erie, Jefferson, Montgomery, and Westchester Counties, and in Syracuse (city) are there children's courts with separate judges. In all the other counties, the county judge or special county judge conducts this court. (Cahill's Consolidated Laws, 1930, pp. 2698-2706).

Chautauqua County was exempted from the Children's Court Act of 1922, because it was one of the few counties in the state for which the legislature had already set up a children's court (Laws of 1918, chap. 464; 1928, 812). This court is a branch of the county court, and its judge is the county judge, who is also today the surrogate. All records are kept at Fredonia, N. Y., with the clerk of the children's court, who also acts as probation officer.

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See also pages 3-5.

- 75 Correspondence (1921+) 2f, A, G
Include probation officer's correspondence and monthly reports to State Department of Correction.
- 76 Minutes, Clerk's (1921+) 2v, U, G
Full handwritten minutes of each case showing briefly each step taken. Cases are few, and these are the only records of them.
- 77 Receipt books (1921+) 2v, U, G
Duplicates of receipts given for money collected by the court.

JUSTICES' COURTS [1811+]

The Dutch municipal courts were succeeded by the town courts under the Duke's Laws of 1665. These were held by the town overseers and constable, and also made use of the process of arbitration. In 1683 town courts, presided over by three commissioners, met monthly, but in 1691 the justice's court was authorized to handle all cases of debt or trespass involving 40 shillings or less. This is not a court of record. For the criminal branch of this court, see special sessions.

COURTS OF SPECIAL SESSIONS [1811+]

In one form or another local magistrates have always tried misdemeanors in New York. This practice began under the Dutch and was continued by the Duke's Laws of 1665. The court today is the criminal side of the justices' courts.

Convictions:

- 78 Certificates of (1890+) 37f, U, G, Court Clerk's Office
Individual printed forms certifying to the conviction of a named defendant. Of city courts of Dunkirk and Jamestown also.
- 79 Record of (1878+) 13v, U, G, Court Clerk's Office
Single-line entries giving data on conviction.

II. PROPERTY TRANSFERS

Building loans:

- 80 agreements (1926+) 1f, G, Rm 1. For indexes, see 81, 95.
Printed forms showing agreement to execute a bond or mortgage in return for a loan to finance construction. Laws of 1897, chap. 418; 1900, 78.
- 81 Index to (by mortgagor) (1900-34) 1v, G, Main Record Rm. For SR, see 95.
Same laws as 80. ;

Chattel mortgages and conditional sales:

- 82 papers (1893+) 20f, G; Hand Recording Rm(1893-1930) 13f; Main Record Rm(1931-36) 5f; Rm 1 (1937+) 2f. For index, see 83.
The chattel mortgages are made up mainly of printed forms stating conditions. Include satisfactions. Laws of 1833, chap. 279. The conditional sales contracts are printed forms showing terms of sale. Include conditional sales contracts affecting real estate, which in some counties are kept as a separate series. Laws of 1884, chap. 315; 1909, 45; 1922, 642; 1930, 874.
- 83 Index to (by mortgagee) (1849+) 4v, G; Basement Storerm(1849-82) 1v; Rm 1(1883+) 3v
Laws of 1894, chap. 69.
- 84 Register of conditional sales contracts affecting real estate (1922+) 1v, A, G, Main Record Rm
Laws of 1909, chap. 45.

Deeds:

- 85 Recorded (1811+) 645v, G, Main Record Rm. For indexes, see 87, 88. See also 205.
Include oil and gas leases. Laws of No. 3, 1683 (Colonial Laws, I, p. 142) first required the recording of deeds to be considered valid.

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See also pages 3-5.

Deeds:

- 86 Receiving books of (1937+) 2v, A, G, Main Record Rm
All deeds to be recorded are entered here. Single-line entires. Grantors, lv; grantees, lv.
- 87 Index to (by grantee) (1811+) 40v, G, Main Record Rm
Laws of 1826, chap. 313; 1843, 199; 1896, 547; 1924, 582.
- 88 Index to (by grantor) (1811+) 35v, G, Main Record Rm
Same laws as 87.
- 89 Uncalled for (1833-67) 5bu, G, Basement Storerm

Homestead exemptions:

- 90 Affidavits of (1932+) 1f, A, G, Rm 1
- 91 notices of, Recorded (1851+) 1v, A, G, Main Record Rm. For indexes, see 92, 95.
Notice that property which is described is intended to be held as a homestead. A homestead up to the value of \$1,000 cannot be levied upon by virtue of an execution, but can be sold for taxes. Includes recorded affidavits. Laws of 1850, chap. 260; 1883, 156.
- 92 Index to (by individual) (1851-1934) 1v, G, Main Record Rm. For SR, see 95.

Land title registration:

In 1908 an attempt was made to put the Torrens System of judicial land registration into effect in New York State, under which the county clerk was made the registrar. However, it has never become widely used because the law does not provide for a central fund to pay owners when suits against their titles are sustained. Laws of 1908, chap. 444; 1910, 627; 1916, 547; 1918, 572; 1926, 270; 1929, 575; 1931, 502.

- 93 Entry book of (1912+) 1v, U, G, Court Clerk's Office
Laws of 1908, chap. 444, sec. 41.

Land title registration:

- 94 Owner's receipt for certificate of title (1915+)
lv, U, G, Court Clerk's Office
Laws of 1908, chap. 444, sec. 29.

Liens:

- 95 Index and docket of (by owner of property, or principal) (1934+) 2v, G, Main Record Rm
Register of building loan contracts, collectors bonds, federal tax liens, homestead exemptions, mechanics liens, orders appointing receivers, sheriffs' certificates of sale, and welfare commissioner's liens.
- 96 criminal surety bond, Notices of state (1936+)
lf, G, Rm 1. For index, see 97.
Statement by district attorney claiming a lien for the state against property of surety in an undertaking of bail, in case forfeited. Printed forms. Laws of 1936, chaps. 55, 308.
- 97 Index to criminal surety bond (by owner and by principal and sureties) (1936+) lv, G, Rm 1
Laws of 1936, chap. 55.
- 98 Federal tax, notices (1925+) lf, G, Court Clerk's Office. For indexes, see 95, 99.
U. S. Treasury Department claims a lien against a taxpayer for internal revenue tax, corporation income tax, additional income tax, or capital stock tax. Printed forms. Laws of 1925, chap. 626.
- 99 Index to federal tax (by name of owner of property) (1925-34) lv, G, Main Record Rm.
For SR, see 95.
Laws of 1925, chap. 626.
- 100 Hospital (1936+) lf, U, G, Rm 1
Hospital claims a lien for services which attaches to any judgment rendered against person allegedly liable for the injury. Laws of 1936, chap. 534.
- 101 Hospital, docket (1936+) lv, U, G, Rm 1
Laws of 1936, chap. 534.

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See also pages 3-5.

Liens:

- 102 Mechanics (1883+) 17f, G; Basement Storerm(1888-1930) 15f; Rm 1(1931+) 2f
Against property for labor and materials furnished in a stated sum. Include discharges. Laws of 1844, chap. 305.
- 103 Mechanics, docket (1875-1934) 5v, U, G; Easement Storerm(1875-1927) 4v; Main Record Rm(1928-34) 1v. For SR, see 95.
Printed forms. Laws of 1844, chap. 305.
- 104 Mechanics, bonds (1931+) 1f, G, Rm 1. For index, see 105.
Owner or contractor may file surety bond with county clerk by which property is released from mechanics lien. Laws of 1929, chap. 515, sec. 37.
- 105 Mechanics, bond docket (1931+) 1v, G, Main Record Rm
Laws of 1929, chap. 515, sec. 37.
- 106 Vessel, docket (1859-84) 1v, A, G, Basement Storerm
Register of liens filed with county clerk against vessels.

Loan commissioners of United States Deposit Fund:

Commissioners lent money under U. S. Surplus Revenue Act of 1836 and N. Y. Laws of 1837, chap. 150. Abolished by Laws of 1911, chap. 634 and duties transferred to State Comptroller.

- 107 ledger (1837-50, 1878-1908) 2v, U, G, Main Record Rm
One vol. (1851-77) missing.
- 108 minute books (1837-1904) 3v, U, G, Main Record Rm
Full minutes including accounts, yearly report, newspaper clippings of foreclosure sales, and also handwritten copies of mortgages.
- 109 mortgage books (1837-1910) 3v, G, Main Record Rm.
For index, see 110.
Printed-form indentures. Accounts of repayment of principal and interest on back of indentures.
- 110 mortgage books, Index to (by mortgagor) (1837-1910) 1v, G, Main Record Rm

Maps:

- 111 Index to (by subject matter) (1800+) 2v, G, Main Record Rm
- 112 Busti (town) tax (1935) 24 items, G, Clerk's Private Office. For index, see 111.
- 113 Chautauqua County (1854+) 303 items, G, Main Record Rm. For index, see 111.
Show allotments, ranges, and townships of the county.
Some maps printed, but many are blueprints.
- 114 Conewongo Canal (1899) 1 item, U, F, Main Record Rm
Profile map of drainage canal.
- 115 Dunkirk (city) (Philadelphia, 1877), 1 item, U, F, Main Record Rm
- 116 Highway (1898+) 100 items, G, Main Record Rm.
For index, see 111.
- 117 Holland Land Purchase (1800, 1810) 36 items, G, Main Record Rm. For index, see 111.
One map (1800) was drawn by Joseph D. Ellicott and the others (1810) are original maps of the Holland Land Co.
- 118 Jamestown (city) (1916-17, 1933) 169 items, G, Main Record Rm. For index, see 111.
The 163 items in one vol. (1933) were made for tax purposes.
- 119 Land tenure (1800+) 1135 items, G, Main Record Rm. For index, see 111.
One series is composed of photostats of old maps (1800+) 300 items; the other, of blueprints made chiefly by improvement companies for subdivision development (1830+).
- 120 Mayville (village) (Philadelphia, 1877) 1 item, U, P. Main Record Rm
- 121 New York and Erie Railroad (1836) 1 item, U, F, Main Record Rm

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See also pages 3-5.

Maps:

- 122 New York State (N. Y.?, 1859) 1 item, U, F, Main
Record Rm
This is a topographical map.
- 123 Van Buren Harbor (N. Y., 1936) 1 item, U, F, Main
Record Rm
Plan of harbor and proposed improvements.
- 124 Westfield (village) (Philadelphia, 1877) 1 item,
U, P, Main Record Rm

Mortgages:

- 125 Recorded (1811+) 530v, G, Main Record Rm. For
indexes, see 126, 127.
Include assignments, releases, and satisfactions. Law
of Nov. 3, 1683 (Colonial Laws, I, p. 142) first re-
quired the recording of mortgages to be considered valid.
- 126 Index to (by mortgagee) (1811+) 27v, G, Main Rec-
ord Rm
Laws of 1826, chap. 313; 1843, 199; 1896, 547; 1924,
532.
- 127 Index to (by mortgagor) (1811+) 33v, G, Main Rec-
ord Rm
Same laws as 126.
- 128 foreclosure, Notices of (1857-1921) 2v, I, G,
Main Record Rm
These are scrapbooks of newspaper clippings.
- 129 Satisfactions of (Discharges of) (1903+) 33f, U,
G; Basement Storerm(1903-26) 48f; Main Record
Rm(1927+) 35f
Full payment of specified indenture. Laws of 1903,
chap. 490.

Mortgage recording tax:

- 130 Affidavits claiming exemption from (1926+) 2f,
U, G, Court Clerk's Office
Printed forms giving indebtedness on which amount the
tax is ascertained.
- 131 Record of (1905+) 12v, U, G, Main Record Rm
Lists are made from these vols. monthly and annually
for transmittal to the State Comptroller and the State
Tax Commission. Laws of 1905, chap. 729; 1907, 340.

Mortgage recording tax:

- 132 State Tax Examiner's findings on (Mortgage tax matters examiner) (1926+) 5f, U, G, Court Clerk's Office
Value of property and amount of tax.
- 133 Real estate papers, Uncalled for (1882+) 26f. A, G, Indexing Rm
Papers left to be recorded and not called for after recording. Include agreements, assignments of mortgages, deeds, mortgages, and wills.

Searches (Abstracts of title):

- 134 papers (1883+) 85f, U, G; Basement Storerm(1883-1919) 54f; Northwest Rm(1920+) 31f
Certificates of county clerk that he has searched his various indexes for conveyances made by named persons and listing all such conveyances with brief descriptions and location of documents.
- 135 Recorded (1886-1920) 210v, I, G, Northwest Rm.
For general indexes, see 11, 136; for description, 134.
- 136 Index to recorded (by landowner) (1908-10) 1v, G, Northwest Rm

III. APPOINTMENTS, ELECTIONS, BONDS, AND OATHS

This classification is designed to cover all records which have to do with the selection and placing of persons in office.

- 137 Appointments of public officials (1818-36, 1895+) 4f and 5bu, U, G; Basement Storerm(1818-36, 1895-1936) 5bu and 3f; Rm 1(1937+) 1f
Certificates of appointment of county and town officials.

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See also pages 3-5.

28. Clerk (Courthouse); Appointments and Elections

- 138 Bonds, Recorded (1887+) 3v, I, G; Main Record Rm
(1887-1932) 2v; Northwest Rm(1933+) 1v
Given by county officials for faithful performance of
their duties. Include collectors' bonds(1935+).

Elections:

- 139 ballots delivered for, Record of (1890) 1v, U,
G, Main Record Rm
Delivery of ballots to city and town clerks. Single-
line entries. Laws of 1890, chap. 262.
- 140 matters (1829-1910) 18bu, U, G, Basement Storerm
Candidates' statements of expense, election returns,
nominating petitions, and notices of election.
- 141 nominations for, Record of (1898-1907) 2v, U, G,
Main Record Rm .
Single-line entries of certificates of nominations.
- 142 returns by town clerks (1881+) 8f, U, G, Main
Record Rm
Show officials elected in towns. Also contain oaths
and bonds.
- 143 returns, Recorded statements of canvass of (1812-
1909) 4v, U, G, Main Record Rm
General summary of results of election in county. In-
clude proceedings of county board of canvassers and
copies of town election returns certified by town in-
spectors of elections.
- 144 returns, Town clerk's reports on (1882+) 4v, U,
G, Hand Recording Rm
Yearly reports on election of town officers.
- 145 Justices of peace, Register of (1916+) 1v, A, G,
Clerk's Private Office
Shows term of justice, date oath filed and before whom
taken. Single-line entries.

Notaries public:

- 146 Appointments of (1863+) 1f, U, G, Main Record Rm
Certificates of appointment in Chautauqua County and
from outside counties.
- 147 Register and oaths of (1927-35) 2v, A, G, Clerk's
Private Office

Oaths of office:

- 148 Justices of peace (1853-1933) 4v, I, G, Hand Recording Rm. For general index, see 207; for SR, 145.
- 149 Miscellaneous (1818+) 10f and 5bu, U, G; Rm 1 (1818+) 10f; Basement Storerm(1823-57) 5bu
Oaths of congressman, state senator, assemblyman, children's court clerk, coroner, county clerk, county commissioner of public welfare, county forester, county judge, county sealer of weights and measures, county superintendent of highways, county treasurer, district attorney, district superintendent of schools, election commissioner, notaries public, sheriff, special deputy county clerk, surrogate, constables, justice of peace, town clerk, and town collector.
- 150 Town officials' oaths and undertakings, Register of (1934+) 1v, U, G, Hand Recording Rm
Single-line entries.

Tax collectors':

- 151 bonds (1917+) 3f, U, G; Main Record Rm(1917-30) 2f; Rm 1(1931+) 1f
Tax collectors' sureties. Printed forms. Also other public officials' bonds. Laws of 1818, chap. 251.
- 152 bonds, Recorded (1889-1934) 3v, U, G, Main Record Rm. For SR, see 138.
- 153 docket (1835-1934) 5v, U, G; Basement Storerm (1835-1919) 4v; Main Record Rm(1890-1934) 1v.
For SR, see 95.

IV. CENSUS RETURNS

- 154 Federal census schedules (1850, 1860, 1870) 6v, U, G, Basement Storerm

ABBREVIATIONS: A (alphabetically arranged); b (box); Bldg (building); bu (bundle); e (envelope); f (file); F (fair condition); G (good condition); I (index in each volume); P (poor condition); PR (prior records); Rm (room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

The original schedules of the Federal censuses of 1850, 1860, and 1870 were filed with the county clerks, and copies were sent to Washington. The original schedules of the census of 1880 went to Washington, but the enumerators were to furnish the county clerk with a list of all persons enumerated, showing name, age, sex, and color. Schedules of previous and subsequent censuses were sent to Washington, though until 1830, the schedules for 1790-1820 were in the custody of the clerks of the U. S. District Courts. Since 1830, forms with printed headings have been used (C. D. Wright, History and Growth of the U. S. Census, Washington, 1900, pp. 76-79). Regular census forms with names and figures for individuals residing in Chautauqua County. Printed headings with single-line entries. Two vols. for each year.

- 155 New York State census schedules (1855-1925) 16v, U, G, Basement Storerm
Regular census forms with names and figures for individuals residing in Chautauqua County. Printed headings with single-line entries. Two vols. each for 1855, 1892, 1905, 1915, 1925; 3 vols. each for 1865, 1875. The N. Y. State Library at Albany has duplicate schedules for the censuses of 1915 and 1925 which were originally deposited with the State Secretary of State.

V. LICENSES AND PERMITS

- 156 Alcohol permits (Liquor permits), Record of (1921-28) 1v, U, G, Im 1
Copies of applications, U. S. Treasury Department permits, cancellations, and renewals under National Prohibition Act. Permit sale or use of intoxicating liquor for other than beverage purposes. Printed forms. Laws of 1921, chap. 155.

- 157 Ferries, Licenses to operate (1870+) 1bu, U, G, Basement Storerm
Includes bonds.

Hunting, fishing, and trapping licenses:

- 158 Monthly reports of, to State Conservation Department (1935+) 1f, U, G, Clerk's Private Office
Laws of 1903, chap. 130
- 159 Stubs of (1937+) 1f, U, G, Clerk's Private Office

Hunting, fishing, and trapping licenses:

- 160 Town clerk's reports on (1908+) 29f, U, G; Basement Storerm(1908-18) 8f; Main Record Rm (1919+) 21f

Marriage:

- 161 licenses and papers (1908-35) 71f, U, G, Hand Recording Rm. SR are filed with town and municipal clerks.

Include affidavits, statements, consents, and marriage contracts. Also include town clerks' reports on marriages. Laws of 1907, chap. 742 requires records and original licenses and papers with county clerk, and copies with State Department of Health. Laws of 1915, chap. 422, requires originals with State Department. Laws of 1926 chap. 635, confirms this arrangement, while Laws of 1935, chap. 535, relieves the county clerk of such duties, vesting them with town, city, and village clerks only.

- 162 records (1908-27) 18v, G, Hand Recording Rm.
For index, see 163.

After 1927, licenses were filed with county clerk but were not recorded.

- 163 index (by bride and by groom) (1908-35) 8v, U, G; Hand Recording Rm(1908-27) 4v; Main Record Rm(1928-35) 4v

- 164 Town clerk's reports of births, deaths, and marriages (1848-50) 4bu, U, G, Basement Storerm
Annual reports for each town. Clerks of school districts reported to town clerks who sent abstracts to county clerks. County clerks then reported to State Secretary of State. Laws of 1847, chap. 152. The system did not work because no proper supervisory system was set up, no fees were specified for the recording clerks, and no penalties for non-performance were enforced. Handwritten schedules giving names.

Motor vehicle bureau:

- 165 Driving licenses (1934+) 4v, U, G, Motor Vehicle Rm

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See also pages 3-5.

Motor vehicle bureau:

Record of licenses issued to operators (18 or over to drive passenger cars but not for hire); chauffeurs (to drive passenger or commercial vehicles for hire); junior (16 but not 18 to drive passenger cars but not for hire). Include also failed, cancelled, and pending licenses.

- 166 Registrations (1934+) 4v, U, G, Motor Vehicle Rm
Cover passenger and commercial cars and omnibusses, trailers, and motorcycles. Contain also reregistrations.

Revolver permits (Pistol licenses):

- 167 Applications for (1921+) 10f, G, Basement Store-
rm(1921-30) 7f; Main Record Rm(1931+) 3f. For
index, see 168.
Include affidavits of reference. Laws of 1922, chap.
198; 1931, 792.
- 168 Index to (by applicant) (1921+) 4v, U, G; Base-
ment Storerm(1921-30) 2v; Main Record Rm(1931+)
2v

VI. CORPORATIONS AND BUSINESS ORGANIZATIONS

Assumed business names:

- 169 certificates (1900+) 16f, U, G, Main Record Rm
Printed forms showing names used by companies. Laws
of 1900, chap. 216. Include certificates of continuation
of assumed names filed pursuant to Laws of 1880, chap. 501.
- 170 Register of (1900+) 7v, U, G, Rm 1
Laws of 1900, chap. 216.

Corporations:

The originals of these reports and certificates are usually filed with the State Secretary of State with copies filed and sometimes recorded by the county clerk.

- 171 annual reports of, Recorded (1885+) 1v, U, G,
Main Record Rm. See also 172, 176.
Summary figures of assets, liabilities, and stock. Laws
of 1848, chaps. 40, 259; 1853, 117; 1890, 564.

Corporations:

- 172 Certificates of incorporation (1900+) 38f, G,
Main Record Rm. For indexes, see 174, 175.
See also 176.
Typed forms showing purposes, capitalization, stock-
holders. Include annual reports. Laws of 1848, chaps.
37, 40, 259, 265, 319; 1851, 122; 1852, 228; 1853, 117;
1854, 112, 218, 232; 1875, 50, 611; 1881, 22; 1890,
533; 1895, 723; 1931, 655.
- 173 Certificates of incorporations, Recorded (1881+)
11v, G, Main Record Rm. For indexes, see 174,
175. For PR, see 205.
Include religious corporations. Laws of 1838, chap.
260; 1847, 133; 1853, 595; 1875, 611; 1881, 22; 1931, 655.
- 174 Certificates of incorporation, Index to (by
corporate name) (1881+) 1v, G, Main Record Rm
- 175 Index to, General (by corporate name) (1881+) 2v,
G, Main Record Rm
Covers all corporation records filed with county clerk.
- 176 Miscellaneous certificates of (1881+) 60f, G,
Main Record Rm. For index, see 175.
Include annual reports of corporations, and certifi-
cates: of incorporation, of increase of capital stock,
of payment of capital stock, of payment of $\frac{1}{2}$ of capital
stock, of election of directors, of election of trustees,
and of consent to mortgage.
- 177 religious, Certificates of incorporation of
(Religious society records) (1834-91) 1v, I,
G, Main Record Rm. For general index, see
178; for PR, 205. See also 173.
Laws of 1784, chap. 18; 1813, 60; 1854, 218; 1895, 723.
- 178 religious, certificates of incorporation of,
Index to (by corporate name) (1813+) 1v, G,
Main Record Rm
Covers also certificates found in 205.

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(bundle); e (envelope); f (file); F (fair condition); G (good condition);
I (index in each volume); P (poor condition); PR (prior records); Rm
(room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

Insurance companies:

- 179 agents, Certificates of authority of (1900+) 8f,
U, G, Rm 1
Printed authorizations by State Insurance Department
to act for designated company.
- 180 certificates of authority (1870-95, 1929+); 7f,
U, G; Basement Storerm(1870-95) 5f; Rm 1(1929+)
2f
Printed forms from State Superintendent of Insurance
to insurance companies certifying they are properly in-
corporated to do business within the state.
- 181 Partnership (Co-) and business names, Register of
(1860+) 1v, U, G, Rm 1
Laws of 1897, chap. 420.

VII. REGISTERS, CHIEFLY OF PROFESSIONS

This classification also includes affidavits, certifi-
cates, and petitions in support of the registration.

- 182 Architects, Register of (1918+) 1v, I, G, Rm 1
Includes affidavits that applicants have certificates from
qualified institutions. Laws of 1918, chap. 77; 1922, 461;
1927, 85; 1929, 572; 1932, 469; 1933, 383.
- 183 Chiropodists, Register of (1912+) 1v, I, G, Rm 1
Affidavits showing qualifications. Laws of 1895, chap.
864; 1912, 199.
- 184 Dentists, Register of (1889+) 4v, A, G; Main Record
Rm(1889-1915) 3v; Rm 1(1916+) 1v. See also 195.
Single-line entries. Laws of 1879, chap. 540; 1889, 537;
1893, 661; 1895, 626.
- 185 Engineers, professional, or land surveyors, Register
of (1932+) 1v, I, G, Rm 1
Printed form affidavits of qualifications. Laws of 1927,
chap. 85; 1932, 468.
- 186 Farm names, Register of (1912+) 1v, A, G, Rm 1
The owner of a farm may have its name and a description
of the lands recorded. Laws of 1912, chap. 145.

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- 137 Horseshoers, Register of master and journeyman
(1899-1900) 1v, I, G, Main Record Rm
Affidavits as to years in practice. Required in counties
with cities of at least 50,000 population under Laws of 1896,
chap. 271; 1897, 415-16. Requirement extended to all cities
by Laws of 1899, chap. 558.
- Military service:
- 138 Enlistments for (1862-72) 1v, U, G, Hand Record-
ing Rm
- 189 Persons drafted in World War (1917-18) 7bu, U,
G, Basement Storerm
- 190 Persons liable for (1862) 1v, I, G, Hand Record-
ing Rm
Enrollment for N. Y. State Militia, 68th Regiment, Com-
pany A from towns of Arkwright, Pomfret, and Portland.
- 191 rolls (1851-54) 40v, U, G, Basement Storerm
Of persons liable for military duty in each town.
- 192 Nurses, Certificates and affidavits of registered
(1903+) 6v, I, G, Main Record Rm
Certificates of qualifications and affidavits affirming iden-
tity. Printed forms. Laws of 1903, chap. 293; 1920, 742.
- 193 Optometrists, Register of (1909+) 1v, U, G, Rm 1
Certificates of qualifications. Printed forms. Laws of
1908, chap. 460.
- 194 Osteopaths, Register of (1907+) 1v, A, G, Rm 1
Single-line entries, and printed-form affidavits as to
qualifications. Laws of 1907, chap. 344.
- 195 Physicians and surgeons, Register of (1874+) 6v, A,
G, Main Record Rm
Single-line entries and printed-form affidavits as to
qualifications. Laws of 1874, chap. 436; 1880, 513; 1887,
647; 1909, 45. Include diplomas (1874-80) and also register
of dentists (1870-85).

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(room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

- 196 Principal and agent, Register of (1893+) 1v, I, G,
Main Record Rm
Laws of 1893, chap. 708.

Stallions:

- 197 certificates (1887-1930) 2f, U, G, Main Record
Rm
- 198 Register of (1887-1930) 3v, I, G, Main Record Rm
Laws of 1897, chap. 418.
- 199 Trained attendants, Register and affidavits of
(1921+) 1v, A, G, Rm 1
Laws of 1909, chap. 49; 1920, 742.
- 200 Veterinary medical register (1886+) 2v, A, G, Rm 1
Include affidavits as to qualifications. Laws of 1886,
chap. 313; 1893, 661; 1895, 860.

VIII. MISCELLANEOUS

- 201 Coroner's inquests (1877-1914) 5f, G, Basement
Storerm. For index, see 11; for SR, 10.
Reports. Gradually being refiled in 10. Laws of 1787,
chap. 18.
- 202 Correspondence (1921+) 36bu and 4f, U, G; Basement
Storerm(1921-37) 36bu and 3f; Clerk's Private Of-
fice(1938+) 1f
- 203 Local option petitions (1917-19) 1f, U, G, Basement
Storerm
To town boards, asking that the question of local option on
liquor be placed on ballot.

Miscellaneous:

- 204 papers (1837+) 57f, G, Main Record Rm. For index,
see 206.
Include appointments and revocations of special deputy
sheriffs, certificates of partnerships, dissolutions of
partnership, principal and agent authorizations, U. S.
District Court bankruptcy papers, apportionment of
school funds, and grade crossing elimination papers.

Miscellaneous:

- 205 records (1811+) 21v, G, Main Record Rm. For index, see 206.
Include adoption papers, affidavits, agreements (public and private), bills of sale, deeds (1820-30), exempt firemen lists, guardians' discharges, incorporation papers (1811-27), insolvency papers (including assignments), judgment assignments and releases, midwifery certificates, naturalization proceedings in court of common pleas (1811-27), oaths of county officials, partnership agreements, pension certificates, powers of attorney, receipts, religious society records (1812-30), resignations of public officials, soldiers' discharges.
- 206 records, Index to (by person and subject) (1811+) 4v, G, Main Record Rm
- 207 Index of papers not indexed elsewhere (1917+) 1v, G, Hand Recording Rm
Appointments to office, apportionment of school monies, bills of sale, oaths of office, official bonds, resolutions of legislative bodies, revocation of licenses.

Receipts and disbursements:

- 208 Day accounts with lawyers (1938+) 1v, A, G, Clerk's Private Office
Temporary records of accounts receivable. These items are also entered in 210.
- 209 Day books (1911-15, 1919+) 34v, U, G; Basement Storerm(1911-15) 6v; Clerk's Private Office (1919+) 28v
Loose-leaf books of accounts with attorneys and with the county, and receipts of fees for services rendered by county clerk. These items are also entered into 210.
- 210 fees received, Record of (1892+) 100v, U, G; Basement Storerm(1892-1931) 87v; Clerk's Private Office(1932+) 13v
- 211 Ledgers (1910+) 26v, U, G; Basement Storerm(1910-17) 7v; Clerk's Private Office(1918+) 19v
Accounts in 209 are totaled daily and entered here.

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See also pages 3-5.

Receipts and disbursements:

- 212 Payrolls (1919+) 1bu, U, G, Clerk's Private Office
- 213 Vouchers and statements (1923+) 4f, U, G; Basement Storerm(1923-28) 2f; Clerk's Private Office(1929+) 2f
For disbursements.

Schools:

- 214 Annual reports of district superintendent of (1899+) 1f, U, G, Basement Storerm
Financial statements.
- 215 Annual reports of district trustees of (1829+) 65f and 8bu, U, G, Basement Storerm
Printed forms giving financial details, statistics on pupils and teachers, and schedules of families with number of children.
- 216 Apportionment of funds (1846-59) 1bu, U, G, Basement Storerm. For SR, see 204.
- 217 Sent back book (1880+) 4v, U, G; Hand Recording Rm (1880-1926) 3v; Clerk's Private Office(1927+) 1v
A record of papers sent for correction or completion by county clerk to place of origin, and date of return of same.
- 218 Supervisors', Board of, resolutions (1875-1920) 1v, U, G, Main Record Rm
Certified copies.
- 219 Tax sales, Newspaper notices of county (1924+) 1f, U, G, Rm 1

BOARD OF SUPERVISORS

There was no county government in New Netherland, though the burgo-masters of New Amsterdam, the magistrates of the Long Island towns, and the schepens of other localities performed functions a supervisor would have today. In 17th century England the chief legislative, administrative, and judicial officer of the county was the justice of the peace. Under the Duke's Laws of 1665 and an act of Nov. 1, 1683, the justice of the peace was transplanted into America, (J. A. Fairlie, Centralization of Administra-

tion in N. Y., N. Y., 1898, pp. 148-62). But an act of May 13, 1691, provided that "a certaine ffreeholder . . . shall be Chosen in each respective Town to supervise and examine the publique and necessary charge of each respective County" (Colonial Laws, I, 237). The "supervisors" met as a board on tax matters. This act was repealed in 1701, and the justices of the peace were given the supervision of county and town finances, but in 1703 the supervisor system was restored (if indeed it ever lapsed in practice). During the next fifty years the supervisor definitely displaced the justice of the peace in all except judicial functions. Supervisors were elected yearly. They met as a board to levy county taxes, supervise tax collection, and audit the treasurer's books (Ibid., I, 456, 539-42).

The board of supervisors gradually grew more powerful in matters of taxation. In 1782 it assumed supervision over the provincial general property tax and after a two-year lapse resumed this function in 1801. In 1779 the supervisors also became commissioners of excise, and in 1817 the board was allowed to equalize town taxes. (Fairlie, op. cit., pp. 148-62).

The supervisors were continued as elective officers by the constitution of 1777 (Art. XXIX). The constitution of 1846 (Art. III, sec. 17) provided that the board might be vested with what legislative and administrative power the legislature should decide. An amendment to the constitution in 1874 (Art. III, sec. 22) definitely provided for the board of supervisors in each county outside New York City as a constitutional agency, and this provision was continued by the constitution of 1894 (Art. III, sec. 26).

The board of supervisors is the legislative branch of the county. Its members are elected from the towns and from the wards of the cities for terms of two years. Since the supervisor is the chief town official, he acts as liaison officer between the county and town boards. In general, the board of supervisors has the care of county property; audits all charges against the county and raises the necessary sums to defray them; directs raising sums to pay the town charges; causes all taxes required by state law to be assessed, levied, and collected; borrows money; acts as a board of county canvassers; and exercises a great many powers conferred upon it by the legislature. Many of the records of the board are kept with the county clerk (Cahill's Consolidated Laws, 1930, chap. 11, secs. 10-49e, 60-81).

The board of supervisors in Chautauqua County occupies a room on the second floor of the courthouse, but no records are kept there. The clerk of the board keeps records in his office at Ripley.

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INVENTORY

- 220 Abstract of the Proceedings of the Board of Supervisors . . . from its organization [1811] to the year 1867 inclusive . . . Compiled by E. T. Foote to 1820, and by Lucius Hulburt from 1820 to 1867. (Fredonia, 1868) 1v, U, G, Foote Collection, Prendergast Library, Jamestown
- Claims:
- 221 allowed, Record of (1935+) 1v, U, G, Ripley Office
Date, check number, payee, nature of claim, amount claimed, amount allowed. Single-line entries.
- 222 Register of (1913+) 1v, U, G, Ripley Office
Claim number, date introduced, claimant, nature of claim, supervisor introducing, committee referred to, amount claimed, amount allowed. Single-line entries. The original vouchers are filed in the departments in which the claims originate.
- 223 Crippled children papers (1934+) 1f, A, G, Ripley Office
Petitions and financial accounts. Laws of 1920, chap. 760, sec. 1206; 1929, 571.
- 224 Journal of Proceedings of the Board of Supervisors (various places, 1851+) (1850, 1853+) 86v, I, G; Patterson Library, Westfield(1850, 1853-57) 6v; Board of Elections, Mayville(1853+) 80v
Full proceedings and minutes with reports of various county officers. Vols. for 1851 and 1852 cannot be located.
- 225 Laws and Resolutions of Chautauqua County (Jamestown, 1923; Dunkirk, 1924, 1932) (1849-1932) 3v, I, G, County Clerk's Private Office
Compiled from resolutions passed by board of supervisors.
- 226 Minutes and correspondence (1930+) 2f, A, G, Ripley Office
Original minutes of board and all correspondence.
- 227 Miscellaneous papers (1930+) 1f, U, G, Ripley Office
Applications, resolutions, reports, coroners' reports, and assessments.
- 228 Veterans' headstones (1930+) 1f, A, G, Ripley Office
Bills for headstones submitted by supervisors of each town. Laws of 1884, chap. 319; 1930, 262.

COUNTY TREASURER (Courthouse)

The system of public finance in use in New Netherland was exceedingly simple. The schout-fiscal of the colony collected the excises of 1644 and 1647, and during the 1650's the excises and customs were farmed to the highest bidder. Local levies such as the tithes for ministers and schoolmasters were collected by the local magistrates. Excise farming was retained by the English in 1664, but the customs were supervised by provincial officials. A general property tax of one pence on the pound was ordered for local (later, county) purposes. Under the Duke's Laws of 1665, the town assessors and constables assessed and collected the property tax, but the assessment rolls were approved by the sheriff and governor. The constables accounted to the sheriff, and the accounts of both officials were audited by the court of sessions.

In 1683 this general system was continued, but commissioners of each city, town, and county were to make the assessment, and each city, town, and county was to elect a treasurer to "keep a distinct book of accounts . . . of all the moneys rates and assessments . . . & also of all disbursements and payments of money by Warrant" (Colonial Laws, I, 131-32). When supervisors were provided in 1691, they were authorized to "elect and constitute A certaine treasurer for each respective county" (Ibid., I, 237). This official was at first only a glorified bookkeeper responsible at various times to the supervisors or justices of the peace. (For a general account of the treasurer's early history, see J. A. Fairlie, Centralization of Administration in N. Y., N. Y., 1898, pp. 148-62).

The treasurer continued to be appointed by the supervisors under the constitution of 1777 (Art. XXIX), but in 1848 the office was made elective and the term set at three years (Laws of 1847, chap. 498). The office is now provided for by the constitution.

The importance of the treasurer has greatly increased until today he is the leading financial officer of the county. He acts as custodian of all county funds; of agency and trust funds such as the court and trust fund, alcoholic beverage tax, armory fund, corporation tax, automobile license fees (except in Albany County), mortgage recording tax, transfer tax, highway funds, and school aid funds; and of the capital cash account which includes amounts invested in permanent improvements, and also the bonded indebtedness of the county. The treasurer is a key officer in the taxing process, for he supervises the work of the local tax collectors and the whole process of tax sales. (Paul S. Jacobsen, Administration of a

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Typical N. Y. County, [Madison County], State University of Iowa Ms. Dissertation, Iowa City, 1935, chap. v; Cahill's Consolidated Laws, 1930, chap. 11, secs. 140-54).

The first treasurer of Chautauqua County was William Peacock, who was appointed by the board of supervisors in 1811. The office became fully salaried in 1868, all fees collected going to the county (Laws of 1868, chap. 862; 1908, 40).

The records of the treasurer are found in his two-room office on the first floor of the courthouse and in a basement room. All records are found in the office unless otherwise indicated. The records are well kept under fire-resistant conditions with adequate room for expansion and ample facilities for users.

INVENTORY

- 229 Armory fund record (Military funds) (1898+) 5v, U, G; Basement Rm(1898-1912) 2v; Office(1913+) 3v -
Accounts received and disbursed from the state fund for the maintenance of the National Guard.
- 230 Bail deposits, Certificates of (1912+) 7f, U, G,
For criminal cases in county and supreme courts. Printed forms.
- 231 Bank accounts (1926+) 10v, U, G
Treasurer's accounts with county depositories. Printed forms.
- Bonds, County highway:
- 232 Cancelled coupons (1879+) 3f, U, G
Printed forms.
- 233 Interest payment record of (1879+) 2v, U, G
Single-line entries.
- 234 Ledger of (1879+) 1v, U, G
Single-line entries showing owners and details of bonds.
- 235 transfers, exchanges, and cancellations, Record
of (1879+) 1v, U, G
Single-line entries. Items entered from 234.
- 236 Bonds, Officials' surety (1880+) 3f, U, G
Given to treasurer for faithful performance of duties.
- 237 Check books (1926+) 20v, U, G
Stubs of all checks paid out by the treasurer.

Court disbursements for jury duty:

- 238 Journal of (1915+) 2v, U, G
Supreme and county courts. Single-line entries.
- 239 Vouchers of (1915+) 5bu, U, G, Basement Rm
Same courts as 238. Printed forms.

Court and trust funds:

- 240 Orders directing deposits in (1879+) 20f, U, G
From county, supreme, and surrogate courts.
- 241 receipts (1879+) 5f, U, G
Given by persons receiving money from funds. Printed forms.
- 242 register (1879+) 5v, U, G
Property administered by the court or its designees.
Of county, supreme, and surrogate courts. Single-line entries. Also gives date of closing accounts.
- 243 Twenty year fund (1908+) 2v, I, C
These deposits turned over by treasurer to State Comptroller after 20 years, if action brought against them not successful. Laws of 1892, chap. 651.
- 244 Dog damage claims (1908+) 2f, U, G
From owners of domestic animals. Paid by county and if possible charged against owner of dog. Laws of 1920, chap. 767; 1922, 48, 361; 1929, 173.
- 245 Dog license reports (1908+) 2f, U, G
Made by treasurer to board of supervisors. Printed forms.

Highways:

- 246 County road fund expenditure record (1915+) 3v,
U, G
Single-line entries.
- 247 rights of way (1918+) 3f, U, G
- 248 Liquor or excise tax records (1908-20, 1933+) 3f,
U, G

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See also pages 3-5.

Receipts of taxes for the privilege of selling liquor.

- 249 Mortgage recording tax reports (1924+) 2f, U, G
Record of taxes paid upon the recording of mortgages.

- 250 Payrolls (1907+) 10bu, U, G, Basement Rm
Of county employees.

Receipts and disbursements:

- 251 Cash book (1928+) 3v, U, G
All receipts and disbursements with daily cash balance.
- 252 Ledger, General and tax (1879+) 25v, G. For index, see 253.
All accounts of the treasurer. Single-line entries.
- 253 Index to general and tax ledger (by account involved) (1908+) 10 cardboard sheets, G
- 254 Trial balance sheets (1890+) 2bu and 1f, U, G;
Basement Rm(1890-1935) 2bu; Office(1936+) 1f
Monthly balances of all receipts and disbursements.
- 255 Revolver permit fees, Record of (1934+) 1f, U, G,
Basement Rm
- 256 Tax assessment rolls (1852+) 2676v, U, G; Basement Rm(1852-1933) 2572v; Office(1934+) 104v
Cover cities and towns. Include franchise and personal property assessments, and collectors' returns.

Tax collection:

School tax:

- 257 notices to corporations (1932+) 1f, U, G
Paid by corporations to towns. Printed forms.
- 258 Unpaid (1830+) 5v, U, G
Unpaid taxes returned by collectors.
- 259 Town collectors' settlement and receipt books (1879+) 56v, U, G
In account with the treasurer. Separate page for every town for each year.
- 260 Town taxes returned unpaid (1886+) 1v, A, G
- 261 Village taxes returned unpaid (1880+) 1v, U, G

Tax sales:

- 262 certificates purchased by individuals (1879+)
27bu and 1f, U, G; Basement Rm(1879-1935)
27bu; Office(1936+) 1f
Printed forms.
- 263 Register of town (1879+) 24v, G. For index,
see 264.
Trace whole course of foreclosure and of certificates.
Include redemptions and newspaper notices of tax sales.
- 264 card index (Back tax card system) (1879+) 1f, G
- 265 Vouchers and warrants (1879+) 10f, U, G
Cover all materials, supplies, and salaries.
- 266 Work relief projects, Check book stubs of (1935+)
2bu, U, G, Basement Rm

SURROGATE (Courthouse)

In England in the seventeenth and eighteenth centuries, jurisdiction in matters testamentary was vested in the ecclesiastical courts. In New Netherland the local court of burgomasters and schepens of New Amsterdam looked after the interests of widows and orphans, with some assistance from the deacons of the church. In 1655 orphanmasters were appointed in New Amsterdam and two years later in Fort Orange (Albany). The notaries also drew wills under the Dutch system. Under the Duke's Laws of 1665, the court of assizes and court of sessions were given jurisdiction in probate matters, but if the estate was valued at as much as £100, the original will had to be filed with the secretary's office in New York (Colonial Laws, I, 62, 75, 89). Under the act of Nov. 11, 1692 (Ibid., I, 300-303), the governor's right to control the process of probate was recognized, and he was to grant letters of administration or appoint a delegate to do so. The governor or such appointed person was to probate the wills for Orange, Richmond, Westchester, Kings, and New York Counties. The governor also appointed a person in each county to supervise the estates of intestates, and the courts of common pleas could take proof of wills outside the five counties named and certify them to the secretary's office.

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See also pages 3-5.

Similarly, a judge and two justices of the inferior courts could grant probates and letters of administration when the estate did not exceed £50 in value, though appeal could be taken to the prerogative court within three months. In due course, delegates subordinate to the governor's delegate in the prerogative court were appointed for the outlying counties, but their powers were slight, for if litigation arose, it was settled by the prerogative court or the court of chancery. These delegates were known as surrogates.

In 1778 the state legislature deprived the governor of his probate powers and created a court of probates (Laws of 1778, chap. 12), which had the same powers as the prerogative court. Nine years later, surrogates (who were now appointed by the council of appointment) were given power to grant probates and letters of administration and to hold court in practically all estate matters. The court of probates became primarily an appellate body (Laws of 1787, chap. 38). Under the constitution of 1821 surrogates were limited to terms of four years with appointments made by the governor and senate (Art. IV, sec. 7). Two years later, jurisdiction over all estates was transferred to the surrogates. The court of probates was also abolished, and its appellate jurisdiction vested in the court of chancery (Laws of 1823, chap. 70).

Under the constitution of 1846 (Art. VI, sec. 14) the office of surrogate was abolished except in counties of more than 40,000 population, and the duties devolved upon the county judge. In a county of more than 40,000 population, the board of supervisors may authorize the election of a surrogate for a term of six years (Laws of 1847, chap. 276). An excellent article on the history of the office appears in New York State Historical Association Proceedings, XX, 105-16 (1922).

In general the surrogate has power over administrators, executors, guardians, and trustees of estates and over all matters which may arise in such connection. He holds a court to try cases concerning estates and wills. This court is a regular court of record. (Constitution of N. Y., Art. VI, secs. 13, 19; Cahill's Consolidated Laws, 1930, chap. 11, secs. 230-32).

Squire White was the first surrogate of Chautauqua County. He was selected by the council of appointment on Feb. 9, 1811. From 1852 to 1934 there was also a special surrogate, but in 1935 this office was combined with the special county judge, and the duties of the regular surrogate were likewise taken over by the regular county judge (Laws of 1849, chap. 306; 1851, 18; 1933, 85).

The records of the surrogate's office are found in a record room on the main floor of the courthouse and also in a basement room there. The file papers of the office were not usually kept in the courthouse, and on Feb. 4, 1870, many of them were destroyed in a fire at the surrogate's private office in Jamestown. They are well kept today under fire-resistant conditions and with facilities for expansion and for users.

All records are found in the Record Rm unless otherwise indicated.

I N V E N T O R Y

- 267 General index to records (by name of deceased or ward) (1811+) 5v, G
Cover practically all bound and unbound records.

Accounting, Final:

- 268 decrees of, Filed (1900-35) 17f, G.. For index, see 267; for PR and SR, 284.
For judicial settlements of administrators, executors, and testamentary trustees. Summary of account, commission allowed, and division of residue. Usually printed forms.
- 269 decrees of, Recorded (Accounts) (1829+) 27v, I, G. For general index, see 267; for description, 268.
- 270 Petitions for (1900-35) 11f, G. For index, see 267; for PR and SR, 284.
Printed forms.

Administration:

- 271 letters of, Filed (1900-34) 2bu and 2f, U, G;
Basement Rm(1900-26) 2bu; Record Rm(1927-34) 2f
Grant power to administer estates of intestates. Include letters of administration with the will annexed, which are issued when necessary to replace an executor under a will. Mainly printed forms.
- 272 letters of, Recorded (1818+) 17v, I, G. For general index, see 267; for description, 271.
- 273 orders of, Filed (1900+) 2bu and 2f, U, G; Basement Rm(1900-30) 2bu; Record Rm(1931+) 2f. For PR, see 274.
Require letters of administration to be issued and sometimes appoint two appraisers of personal property. Printed forms.

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See also pages 3-5.

Administration:

- 274 orders of, Recorded (Proceedings of administration) (1830+) 22v, I, G. For general index, see 267; for description, 273.
- 275 Petitions for (1900-34) 70f, G. For index, see 267; for PR and SR, 284.
Include affidavits in support of petitions to appoint administrators, waivers of citation, citations, and all documents in every estate matter where administrator appointed. Mainly printed forms.

Administrators and executors:

- 276 accounts (1901-34) 281f, G; Basement Rm(1901-10) 91f; Record Rm(1911-34) 190f. For index, see 267; for PR and SR, 284.
- 277 bond books (1811+) 14v, I, G. For general index, see 267; for description, 278.
- 278 bonds (1811+) 32f, G. For index, see 267.
Printed-form surety bonds with notarized oaths of two sureties.
- 279 Adoption papers (1900+) 2bu and 4f, G; Basement Rm 1900-23) 2bu; Record Rm(1924+) 4f. For index, see 267.
Sealed secret records of petitions, consents, agreements, and reports of investigators. Adoptions are carried out in the county court, children's court, or surrogate's court. The investigation papers are sealed and remain in the custody of the court, but the orders granting adoption are filed with the county clerk. Laws of 1873, chap. 830; 1887, 703; 1924, 323; 1935, 860.
- 280 Citations to show cause (1909-13) 1f, U, G. For SR, see 284.
In estate matters.
- 281 Court and trust fund register (Deposits with county treasurer) (1889+) 1v, G. For index, see 267.
Moneys paid into court or set up as trusts elsewhere. Single-line entries on ledger forms.
- 282 Creditors, Notices to (Orders to publish for claims) (1866+) 6v, I, G. For general index, see 267.
Orders to file claims against estate with name of newspaper designated to publish. Printed forms.

- 283 Dower admeasurements (1830-80) 2v, I, G
Proceedings in litigation for dower rights, including appointment and accountings of appraisers.
- 284 Estate papers (Surrogate's cases) (1838-99, 1935+) 116f, G. For index, see 267.
All administrators', executors', and guardians' papers relevant to estates except for the period (1900-34), when they are filed separately under type of record. Records are folded in small file boxes (1838-99) but filed flat in individual folders (1935+).

Estates:

- 285 Appointment of appraisers of (1841+) 4v, I(1841-1912), G. For index (1912+), see 267.
To determine cash value of estate.
- 286 Instruments settling, by agreement (Settlements, receipts, and assignments) (1907+) 1v, I, G.
For PR, see 301.
Printed forms certifying that heirs are satisfied with settlement and releasing sureties. Executed by one or more of executors, administrators, testamentary trustees, or guardians, and one or more of legatees, devisees, or wards, who have attained full age. Laws of 1906, chap. 350. Includes administrators' and executors' receipts, and transfers of interest.

Guardians:

- 287 accounts (1832-1934) 10bu and 65f, G; Basement Rm(1832-69) 10bu; Record Rm(1870-1934) 65f.
For index, see 267; for SR, 284.
Expense accounts, inventories, receipts, vouchers, decrees, and final settlements. Mainly printed forms.
- 288 bond books (1871+) 5v, I, G. For general index, see 267; for description, 278.
- 289 Orders discharging general (1855+) 2v, I, G. For general index, see 267; for PR, 284.
After judicial settlements have been made. Summary of account, commission allowed, and division of residue.

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See also pages 3-5.

Guardianship:

- 290 letters of general and testamentary, Filed (1900-34) 1bu and 1f, G; Basement Rm(1900-32) 1bu; Record Rm(1933-34) 1f. For index, see 267; for PR and SR, 234.

General guardians appointed on petition of guardian (if over 14) or of another acting for infant (if under 14). Testamentary guardians named in wills. Printed forms.

- 291 letters of general and testamentary, Recorded (1855+) 10v, I, G. For general index, see 267; for PR, 284.

- 292 Orders of general (1830+) 7v, I, G. For general index, see 267.

Upon petition of ward or applicant for guardian and receipt of bond, orders letters of guardianship to be issued. Printed forms.

- 293 Orders of special (1841+) 7v, G. For index, see 267.

General guardians have supervision of property and person of ward. Special guardians have only limited supervision of property. Printed forms.

- 294 orders of general and special, Filed (1900-34) 2bu and 3f, U, G; Basement Rm(1900-30) 2bu; Record Rm(1931-34) 3f. For PR and SR, see 284.

- 295 papers (Discharge of guardian) (1900-34) 14f, G, Basement Rm. For index, see 267; for PR and SR, 284. See also 289.

All papers on each guardianship from origin to final accounting. Mainly printed forms.

Inventories:

- 296 papers (1811+) 43f, G. For index, see 267.

Lists of personal and real property of estate. Some printed forms.

- 297 Record of (1869-99) 1v, I, G

Single-line entries tracing course of inventory from appointment of appraisers to the date inventory filed.

Minutes of surrogate's court:

- 298 Clerk's recorded (1811+) 12v, G. For index, see 267.

Brief handwritten minutes

Minutes of surrogate's court:

- 299 Stenographer's transcribed (1890+) 7v, U, G
 Full minutes on testimony.
- 300 Miscellaneous papers (1839-85) 22f, U, G, Basement
 Rm. For SR, see 284.
 Orders, citations, renunciations of executors, treasurer's
 office funds, and testimony of out-of-county witnesses.
- 301 Orders, General (Surrogate minutes) (1838+) 11v, I,
 G. For general index, see 267. See also 300.
 Include voluntary settlements, transfers and mortgages of
 interest, administrators' and executors' receipts up to
 1907, and all the orders of the surrogate not covered by
 special series.

Probate of heirship:

- 302 Decrees of (1880+) 6v, I, G. For general index,
 see 267.
 Admit heir to legal share of real estate of deceased
 intestate. Usually no letters of administration in this
 infrequently used proceeding. Some printed forms.
- 303 papers (1891+) 36f, G; Basement Rm(1891-1933)
 34f; Record Rm(1934) 2f. For index, see 267.
 All documents involving each estate. Some printed
 forms.

Publication of citation:

- 304 orders for, Filed (1900-34) 1bu and 1f, U, G;
 Basement Rm(1900-30) 1bu; Record Rm(1931+) 1f.
 For PR and SR, see 284. See also 300.
 Citations on out-of-state or unknown persons usually
 served by publishing notice in newspaper. Printed
 forms.
- 305 orders for, Recorded (1896+) 7v, I, G. For gen-
 eral index, see 267; for description, 304.

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See also pages 3-5.

Real estate:

- 306 Decrees on (1830+) 8v, I, G. For general index, see 267.
 Allowing administrator or executor to mortgage or sell real estate for benefit of heir or legatee. Describe property and title-chain fully. Usually printed forms.
- 307 papers (1889+) 26f, G; Basement Rm(1889-1932) 24f; Record Rm(1933+) 2f. For index, see 267.
 All documents dealing with disposal of real estate of estates. Petitions, decrees, and distributions. Many printed forms.
- 308 Special surrogate's memorandum books (1862-70) 2v, I, G
 Personal records showing matters heard before special surrogate and his fees.
- 309 Testamentary, Letters (1830+) 16v, I, G. For general index, see 267.
 Authorization to executors to administer estates. Include letters of trusteeship. Printed forms.

Transfer tax:

- 310 papers (1886+) 139f, G. For index, see 267.
 All documents in each case leading to exemption from, or assessment of, tax, including orders, petitions, returns, schedules, and notices of appeal from decrees. Usually printed forms.
- 311 register (Taxable transfers of property) (1886-1928) 5v, G. For index, see 267; for SR, 312.
 Single-line entries. Laws of 1885, chap. 483.
- 312 Reports on (1929+) 2f, U, G. For PR, see 310, 311.
 Detailed reports on proceedings sent to the State Tax Commission.

Wills:

- 313 Books of (1820+) 36v, I, G. For general index, see 267.
 Copies of wills, depositions of witnesses, and surrogate's certificates.
- 314 Exemplifications of (1900+) 3bu and 6f, G; Basement Rm(1900-15) 3bu; Record Rm(1916+) 6f.
 For index, see 267.

Wills:

- 315 Orders of probate of (1841+) 50v, I, G. For general index, see 267.
After taking depositions of witnesses and other proofs that will is valid, the surrogate admits it to probate and appoints an executor and appraisers of property. Printed forms.
- 316 Original (1882+) 48f, G. For index, see 267.
- 317 Petitions for probate of (1900+) 130f, G. For index, see 267.
Printed forms.
- 318 probate of, Papers on (1900+) 3f, G. For index, see 267.
Court clerk's record of the proceedings of probate of wills.

SHERIFF (County Jail)

This office is the oldest known under the common law. In England, it goes back to King Alfred who created the shire. In New Netherland the corresponding officer of the Dutch municipalities was the schout, who acted as prosecuting attorney and head of the police power. The Duke's Laws of 1685 provided for a sheriff for Yorkshire, and the act of 1683 setting up the twelve original counties allowed the governor to appoint sheriffs for each county annually (Colonial Laws, I, 63, 123). Under the constitution of 1777 (Arts. XXIII, XXVI) the sheriffs were named annually by the council of appointment but could not hold office for more than four successive years. Since the constitution of 1821 (Art. IV, sec. 8), sheriffs are elected for a term of three years, and a constitutional amendment, adopted in November, 1937, has made them eligible to serve more than one term in succession.

The sheriff is the most important administrative officer in the county. He preserves law and order, and is the executive officer of the county and supreme courts, keeper of the jail, and in most cases custodian of the county buildings. (Cahill's Consolidated Laws, 1930, chap. 11,

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See also pages 3-5..

secs. 180-90; 1931-35, secs. 180, 182).

The council of appointment named David Eason as the first sheriff of Chautauqua County, on Feb. 9, 1811. The board of supervisors was empowered to remove the sheriff's office from the fee basis and make it salaried in 1901 and the supervisors took action five years later (Laws of 1901, chap. 255; Supervisors' Proceedings, 1906, p. 74).

The records are today kept in the office of the sheriff on the main floor of the county jail. They are well kept but of rather recent vintage.

I N V E N T O R Y

Arrests and commitments:

- 319 papers (1908+) 4f, U, G
Of persons awaiting trial.
- 320 Register of (1908+) 4v, A, G
- 321 Attachment and replevin, Record of writs of (1907+) 1v, U, G
The former to seize persons or property, and the latter to recover property wrongfully taken or detained.

Board book:

- 322 of prisoners serving sentence (1880+) 9v, U, G
Single-line entries.
- 323 of temporary and out of county prisoners (Meals) (1932+) 1v, U, G
Single-line entries.

Commitment and discharge:

- 324 orders of, Original (1908+) 3f, U, G
Signed orders by judges giving institution, term, and offense.
- 325 Record of (1920+) 2f, U, G
Include federal prisoners.
- 326 Execution book (1907+) 6v, U, G
All civil cases including body executions. Sheriff's notation of amount, date, and return.
- 327 Fingerprint file (1928+) 3f, A, G
Cards containing fingerprint classification for each prisoner.

- 328 Garnishee orders, Record of (1880+) 7v, U, G
 Served on employer. From county or supreme court directing him to deduct a certain sum each week from employee against whom judgment entered.
- 329 Prisoners admitted to jail, Card record of (1930+) 1f, U, G
 Giving facts of commitment.
- 330 Prisoners' register (1900+) 2v, U, G
 Single-line entries giving facts of commitment and discharge and personal data.
- 331 Probation cases, Active and closed (1924+) 1v, U, G
 Summaries of facts regarding probationers, who report to the sheriff.
- Receipts and disbursements:
- 332 Bills, Record of (1907+) 2v, U, G
 For upkeep of jail.
- 333 Fees, Record of (1900+) 2v, U, G
 Sheriff's fees collected for services.
- 334 Summons and complaints, Record of (1907+) 2f, U, G
 Processes sent to sheriff for service. Printed forms.
- 335 Visitors' register (1910+) 1v, U, G
 Of all persons visiting jail. Single-line entries.

CORONERS

The coroner existed in England as early as the twelfth century. He kept the pleas of the crown, substituted for the sheriff when the latter was disabled, and inquired into deaths caused by unnatural means. Under the common law, coroners' inquests extended also to treasure trove, shipwrecks, goods of felons, and to certain felonies. In the Duke's Laws of 1665 no mention is made of such an officer in New York, and the town constable and two overseers are allowed to view corpses in cases of sus-

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See also pages 3-5.

pected foul play (Colonial Laws, I, 8). Governor Dongan's charters of 1686 to New York and to Albany provided that each city should have a coroner (Ibid., I, 185, 201). A law of October 6, 1708, provided that coroners be elected in the cities and counties instead of appointed by the governor, but was probably disallowed by the home government (Ibid., I, 622). At any rate, in 1774 Governor Tryon reported that he appointed one or more coroners in each county (N. Y. Colonial Docs., VIII, 457).

The constitution of 1777 provided for the annual appointment of coroners by the council of appointment, but no person was to hold such office for more than four successive years (Art. XXVI). By the constitution of 1821 not more than four coroners could be elected in any county for not more than one successive term of three years (Art. IV, sec. 11). The office was omitted from the constitution of 1894. It continued under previous legislative enactment somewhat modified (Laws of 1893, chaps. 334; Cahill's Consolidated Laws, 1930, chap. 11, secs. 180-99f; 1931-35, chap. 11, secs. 180, 182, 192). In Dutchess, Erie, and Westchester Counties medical examiners have replaced the coroners; in Jefferson and Oswego the district attorney acts as coroner; and in Nassau the justices of the peace are the coroners. The coroner's duty is to investigate deaths which appear to be the result of a crime or a suicide. If the sheriff is incapacitated, the county judge shall designate one of the coroners to act in his stead.

There are four coroners in Chautauqua County today, but all their permanent records are filed with the county clerk (entries 10, 201, 227).

DISTRICT ATTORNEY (Courthouse)

In New Netherland the schout was a combined prosecuting attorney and sheriff (see Sheriff). Under English rule the prosecution of cases in the courts of sessions and of oyer and terminer seems to have been left to the provincial attorney-general. When he could not be present, he might appoint a prosecutor (usually "on shares" for part of the fees involved), or the court might designate one. It was not until 1796 that the council of appointment was empowered to appoint assistant attorney-generals to hold office until removed. They were to conduct criminal prosecutions in designated districts (Laws of 1796, chap. 8). In 1801 the office of district attorney was created and in 1818 each county was designated as a district (Laws of 1801, chap. 146; 1818, 283). Under the constitution of 1821 the court of sessions was given the appointment of the district attorney and the term was set at three years (Art. IV, sec. 9), while under the constitution of 1846, the office was made elective (Art. X, sec. 1; Cahill's Consolidated Laws, 1930, chap. 11, secs. 200-5).

Chautauqua County was originally in the seventh district, for which William Stuart was appointed district attorney on Feb. 12, 1811. The district also included Allegany, Broome, Cattaraugus, Cayuga, Genesee, Niagara, Onondaga, Ontario, Seneca, Steuben, and Tioga Counties. On Mar. 12, 1813, Chautauqua became part of the new fifth district with Polydorus B. Wisner as district attorney. The counties of Genesee, Niagara, Ontario, and Seneca were also in this district. In 1818 the first district attorney of Chautauqua County alone was Daniel B. Garnsey.

The records of the district attorney are found in his office on the second floor of the courthouse and in his private office in the Fenton Building (corner of Main and Second Streets) in Jamestown. The records are well kept under good conditions. Because of their confidential nature they are not accessible to the public.

I N V E N T O R Y

Cases completed:

- 336 County and supreme court (1917+) 22f, U, G,
Courthouse
Complete records showing indictment, previous record of defendant, trial minutes, and outcome. Include cases on appeal also.
- 337 Criminal docket of (1931+) 10bu, U, G, Courthouse
Single-line entries showing name of defendant, charge, plea, date of trial, and outcome.
- 338 Cases uncompleted (Open cases) (1931+) 2f, U, G,
Courthouse
All original papers including indictments.
- 339 Correspondence (1918+) 22f, U, G; County Clerk's
Basement Storeroom, Courthouse(1918-32) 20f; Fenton Bldg, Jamestown(1933+) 2f
- 340 Exhibits (1933+) 2bu, U, G; Fenton Bldg, Jamestown
Contain statements concerning crimes. For use before grand jury.
- 341 Grand jury, Evidence for (1924+) 10bu, U, G; Fenton
Bldg, Jamestown

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See also pages 3-5.

Stenographic minutes of evidence gathered for presentation to the grand jury that an indictment may be found.

Indictments:

- 342 Original secret (1917+) 5f, U, G, Courthouse.
See also 338.
Kept secret until defendant is apprehended.
- 343 Register of (1910+) 10v, U, G, Courthouse
Single-line entries.
- 344 Investigations (1933+) 2bu, U, G; Fenton Bldg,
Jamestown
Made between indictment and trial, showing witnesses and anything which will connect a defendant with a crime. Stenographic notes.

Minutes of the grand jury:

- 345 Clerk's (1917+) 15bu, U, G, Courthouse
Brief minutes in docket form tracing important steps of case through final decision.
- 346 Stenographer's transcribed (1924+) 10bu, U, G,
Courthouse
Detailed proceedings with testimony of witnesses.
- 347 Vouchers, Office expense (1933+) 2f, U, G; Fenton
Bldg, Jamestown

COUNTY SUPERINTENDENT OF HIGHWAYS
(County Highway Bldg, Falconer)

Under both the Dutch and English colonial governments, road matters were left to commissioners elected by the towns and municipalities. As early as 1673 an ordinance of the governor general and the council of New Netherland allowed the schout and schepens to lay out highways, and a law of the assembly of Achter Col (in New Jersey) ordered each inhabitant of every town, ministers and magistrates excepted, to work three days per year upon the public roads (E. B. O'Callaghan, Laws and Ordinances of New Netherland, Albany, 1868, pp. 478, 500). In 1691 each town began to elect three surveyors of highways annually to lay out, alter, and repair highways (Colonial Laws, I, 225). An act of 1704 named commissioners in each county to lay out and regulate public roads (Ibid., I, 573). All citizens could be called to work on the roads for not exceeding six days yearly or to pay fines varying from three to six shillings per day (Ibid.,

I, 573, 632). The surveyors continued to oversee the actual details of keeping roads in repair (Ibid., II, 68). When these methods did not succeed in keeping up the roads properly, the supervisors of a county might be authorized by the assembly to raise taxes for such a purpose (Ibid., III, 338).

After the Revolution, general statutes provided for the election by freeholders of from three to five town commissioners to lay out and regulate highways, and for as many overseers as there were road districts in the town (Laws of 1784, chap. 52). By 1797 the council of appointment was naming three county superintendents of highways in each county to construct and repair roads and bridges, apportion moneys to town commissioners, and preside over appeals. Three town commissioners continued to be elected in each town to set off road districts and report to the county superintendents. Overseers were also elected to keep the roads in repair (Laws of 1797, chap. 43). About 1812 the laws providing for county superintendents lapsed, and highway matters were vested in town commissioners and overseers.

In 1875 boards of supervisors were given increased powers in regard to consolidating road districts (Laws of 1875, chap. 482). The county system of roads was inaugurated in 1890. Boards of supervisors in counties not exceeding 200 square miles in area could assume full control of any public road and could appoint a civil engineer to supervise the construction of county roads (Laws of 1890, chap. 555). That same year, the Highway Law was consolidated as chap. 19 of the General Laws (Laws of 1890, chap. 568). All reference to the county road system was omitted, but towns were authorized to exchange the labor system of maintaining roads for an annual tax. In 1893 boards of supervisors were again allowed to adopt the county road system and to appoint a county engineer for a term of three years (Laws of 1893, chap. 333). This officer continued optional with boards of supervisors, though after 1904 he was known as county superintendent of highways (Laws of 1898, chap. 115; 1902, 396; 1904, 609).

The rapid rise of automobile travel resulted in a general overhauling of the Highway Law in 1908 (Laws of 1908, chap. 330). A State Highway Department, presided over by three commissioners, was established with general supervision of highways and bridges constructed, improved, or maintained in whole or in part by state aid. Boards of supervisors could appoint county superintendents of highways, but if they failed to do so, the State Department could appoint a district superintendent. Town superintendents elected for terms of two years replaced the town commissioners.

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See also pages 3-5.

This system remains in force today except that the State Department of Public Works with a single-headed executive has replaced the State Highway Department (Laws of 1913, chap. 80; 1927, 88). The term of the county superintendent of highways is four years, and he has general supervision of the construction and improvement of county and town roads subject to the approval of the State Department of Public Works (Cahill's Consolidated Laws, 1930, chap. 27, secs. 30-33; 1931-35, chap. 27, sec. 33; 1936, chap. 27, secs. 100-4).

In 1905 the Chautauqua County board of supervisors appointed James P. Morrissey as engineer and surveyor to assist the town highway commissioners. After 1909, the officer was known as the county superintendent of highways. (Board of Supervisors Journal, 1905, p. 54; 1908, p. 39; 1909, p. 14).

The records of the office are in excellent condition in the County Highway Building at Falconer. Records are found in the first floor record room, in the vault in the basement, and in the map and drafting room on the second floor.

I N V E N T O R Y

Annual reports:

- 348 Superintendents' (1922+) 4f, U, G, First Floor
 Financial review. Include determinations and agree-
 ments for expenditures and budgetary estimates by town
 superintendents.
- 349 Town supervisors' (1922+) 1f, U, G, First Floor
 Receipts and expenditures for town roads.
- 350 Bridges, Town supervisors' reports on (1922+) 2f,
 U, G, First Floor
- 351 Closed highways, Request certificates and notices
 for (1922+) 4f, U, G, First Floor
 Procedure for abandonment. Include town supervisors'
 requests for road improvements.

Construction of highways:

- 352 Preliminary estimates of costs of (1922+) 10v,
 U, G, First Floor
- 353 Record of costs of (1922+) 17v, U, G, First Floor
- 354 Contracts and options (1922+) 2f, U, G, First Floor
 For work and materials used in construction and mainten-
 ance of highways.

- 355 Correspondence (1922+) 13f, A, G; Basement Vault
(1922-31) 10f; First Floor(1932+) 3f

Field notes and surveys:

- 356 Final (1913+) 100v, U, G, Second Floor
Surveys of county roads made by county highway
engineers.
- 357 Preliminary highway (1913+) 152v, U, G, Second
Floor
Preliminary notes on surveys of proposed construction.
- 358 Insurance policies, Alive and expired (1922+) 1f,
U, G, First Floor
Liability, fire, theft, and buildings.
- 359 Invoices and vouchers (1922+) 41f, U, G; Basement
Vault(1922-32) 28f; First Floor(1933+) 13f
Cover all the general expenditures of the highway department.
- 360 Machinery, Contracts for lease and purchase of
(1922+) 3f, U, G, First Floor

Maintenance of highways:

- 361 Record of costs of (1922+) 1f, U, G, First Floor
Also covers machinery.
- 362 reports (1922+) 1f, U, G, First Floor. See also
354.
Foreman's daily report on maintenance work accom-
plished on county roads.

Maps:

- 363 County road (1922+) 100 items, U, G, Second Floor
- 364 Miscellaneous (1922+) 300 items, U, G, Second
Floor
Blueprints of plans of machinery, construction lay-
outs, and town roads.

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(bundle); e (envelope); f (file); F (fair condition); G (good condition);
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(room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

Superintendent of Highways
(Highway Bldg, Falconer)

Maps :

- 365 Right of way (1922+) 600 items, U, G, Second Floor
About 500 on tracing cloth, and 100 blueprints.
- 366 Material vouchers (1922+) 31f, U, G; Basement Vault (1922-32) 22f; First Floor(1933+) 9f
Printed-form itemizations.
- 367 Payrolls, Construction and office (1922+) 8f, U, G, First Floor
- 368 Purchase orders (1922+) 4f, U, G, First Floor
For materials used in construction, maintenance, and improvement of county roads.
- 369 Right of way agreements (1922+) 4f, U, G, First Floor. See also 365.
- 370 Road fund expenditure ledger, County and state (1922+) 14v, U, G; Basement Vault(1922-32) 10v; First Floor(1933+) 4v
Show receipts and disbursements from state and county funds.

Snow removal:

- 371 Dispatchers' records (1922+) 1f, U, G, First Floor
Record of dispatching of snow plows.
- 372 Invoices of expenses for (snow removal services) (1922+) 10f, U, G; Basement Vault(1922-32) 7f; First Floor(1933+) 3f
- 373 State roads, Reports on (1922+) 1f, U, G, First Floor
Made annually by the county superintendent to the board of supervisors on work done and on expenses incurred for state roads.

COMMISSIONER OF PUBLIC WELFARE
(County Home Administration Bldg, Dewittville)

Under the first Dutch poor law of 1661 and under the Duke's Laws of

1665, the care of the needy was a matter of local concern, usually looked after by parish officials or by the town overseers (E. B. O'Callaghan, Laws and Ordinances of New Netherland, Albany, 1868, p. 411; Colonial Laws, I, 24). The provincial assembly soon established rules of settlement (residence) for paupers, ordered the removal of vagrants, and authorized local taxes for poor relief. Their assessment, collection, and distribution were left to the town assessors and constables, but the tax levy was made by the board of supervisors as part of the county rate (Ibid., I, 131, 238, 456, 539). Nearly all relief during colonial times was of the outdoor variety (that is, the paupers were assisted in their homes), but New York City set up the first permanent almshouse in 1734.

After the Revolution, the general system remained unchanged with two or more overseers in each town or municipality in charge of relief (Laws of 1780, chap. 68; 1784, 35). Paupers were usually boarded out with friends, relatives, or neighbors; farmed out to contractors at a stipulated sum; or auctioned off to the lowest bidder. Yet a class of county poor, which had sometimes been implied in the colonial legislation (Colonial Laws, I, 79, 131), was now definitely recognized (Laws of 1788, chap. 62; 1801, 184; 1809, 90). Towns were also authorized to pool their resources in order to erect workhouses (Laws of 1788, chap. 62). In 1820 the county definitely obtained precedence over the town in welfare matters. The supervisors of Rensselaer County were authorized to erect a "home of industry" and to appoint five county superintendents to supervise its management. The county bore the charge of the institution but prorated it among the towns in proportion to the number of inmates from each. Any other county could adopt the act by a two-thirds vote of its board of supervisors (Laws of 1820, chap. 51). After the report of Secretary of State J. V. N. Yates in 1824 in favor of "houses of employment," nearly forty of the counties erected poorhouses (Laws of 1824, chap. 331), and for a time town outdoor relief was almost supplanted. Even the distinction between town and county poor was removed (Laws of 1827, chap. 197).

In 1847 boards of supervisors were authorized to provide for the election by the people for a term of three years of a single county superintendent of the poor, although three superintendents could still be elected (Laws of 1847, chap. 498). With the setting up of State Commissioners of Public Charities in 1867, state supervision of county and local almshouses was provided, and, six years later, paupers who had not established residence in a town or county were recognized as state paupers and sent to state almshouses (Laws of 1867, chap. 951; 1873, 571, 661). This general system remained intact until 1929 when a commissioner of public welfare was provided for each county and for each city which wished to become a separate welfare district. He shall be elected or

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appointed as each board of supervisors shall decide. Each town board shall also appoint a town welfare officer, and municipalities may provide for them (Laws of 1896, chap. 225; 1909, 46; 1929, 565). In 1936 the State Department of Social Welfare was created to administer welfare work for which the state is responsible and to supervise all public welfare work of the local units. This department pays up to 40% for the local costs of home relief and reimburses the local units up to 40% of their general administrative costs, excluding the salaries of the welfare commissioners (Laws of 1936, chap. 873). For general treatments of the subject of public welfare, see New York State Board of Charities, Annual Report for 1903, Albany, 1904, III; J. A. Fairlie, Centralization of Administration in N. Y., N. Y., 1898, pp. 78-81; A. C. Flick, ed., History of the State of N. Y., N. Y., 1933-37, VIII, 301-21.

The county commissioner of public welfare administers the public welfare of the county welfare district and has general supervision and care of the needy within his district. He keeps the board of supervisors, county treasurer, and State Department of Social Welfare informed of the estimated needs and expenditures of his district. He investigates the need for and supervises the distribution of home relief, the institutional care of needy persons and dependent children, and blind and old age assistance (Cahill's Consolidated Laws, 1930, chap. 49 $\frac{1}{2}$, secs. 22-27, 93; 1936, chap. 49 $\frac{1}{2}$, sec. 3. Laws of 1937, chaps. 15, 358, 411).

The county commissioner of public welfare is also an ex officio member of the board of child welfare, set up in 1915. There are six other members on the board appointed for terms of six years by the county judge. This board grants allowances to mothers with one or more children under sixteen years of age so that such children may be suitably cared for in their homes. Mothers widowed, deserted, or whose husbands are in state prisons, institutions for mental defectives, or tuberculosis sanatoria are eligible for assistance (Laws of 1915, chap. 228; 1920, 700; 1923, 731; 1924, 458; 1927, 527, 684; 1929, 347; 1930, 799; 1937, 15). On Nov. 16, 1911, the State Board of Charities, board of supervisors, and county superintendent of the poor drew up an agreement creating the Children's Agency as a division of the Chautauqua County welfare department. When the board of child welfare was created in 1915, its duties and records were handled by the Children's Agency, whose director was also secretary of the board of child welfare. It is said that the board of child welfare is likely to be discontinued in the near future. The Children's Agency also handles aid to dependent children.

A joint session of the board of supervisors and judges of the court of common pleas in November, 1830, chose Abram Orton, William Prendergast, Solomon Jones, Thomas B. Campbell, and Jonathan Hedges to be the first superintendents of the poor for Chautauqua County. They purchased a poor farm at Dewittville and in 1832 opened a brick poorhouse. In the same year the distinction between town and county poor was abolished. The board of supervisors was authorized to restore it a dozen years later but did not take such action until 1890 (Edson, Chautauqua County, p. 323;

Laws of 1844, chap. 163; Board of Supervisors Proceedings, 1890, p. 102).
The whole county today constitutes a single welfare district.

The records of the county commissioner of public welfare are found in the general office, the commissioner's office, the old age assistance office on the main floor, and in a storeroom on the second floor, of the county home administration building at Dewittville; in an office on the second floor of the Dunkirk City Hall; and in a first-floor store in the Broadhead Block (1895) at Jamestown. Records of relief to children are found at Dunkirk and Jamestown, but all other records are at Dewittville. The commissioner's records are well kept, and more than half of them are in a safe in the general office.

I N V E N T O R Y

Administrative matters:

- 374 Claims against the county (1907+) 43f, 3 large cases and 10 large boxes, U, G; County Home, Storerm(1907-29) 3 cases and 10b; General Office(1930+) 43f
 Include invoices and bills. Separated into three divisions: Children's agency; County home; outside relief.
- 375 Reports to State Department of Social Welfare, Annual (1906+) 1f, U, G; County Home, General Office

Children's agency (Dunkirk):

Children's cases in the western part of the county are handled in Dunkirk. All records are in an office on the second floor of the City Hall.

Case histories:

- 376 papers (1912+) 12f, G. For index, see 378.
 Child placement, neglected children, and paternity cases. All papers concerning each case -- applications, investigations, examinations, commitments, and correspondence -- in individual numbered envelopes. Active cases, 4f.

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See also pages 3-5.

Children's agency (Dunkirk):

Case histories:

- 377 Register of (1927+) 2v, U, G
Case number, name and address, date of entry, date of investigation, and complaints. Single-line entries. Include cases of board of child welfare (1927-July, 1937).
- 378 Card index to (by case name) (1912+) 4f, G

Child welfare board:

The child welfare board is still in existence but is expected to be discontinued at the end of 1938, its duties to be taken over by the commissioner of public welfare.

- 379 case histories (1915+) 4f, G. For index, see 581.
All papers concerning each case in individual numbered envelopes. Applications; marriage and birth certificates; school, health, insurance, and residence records; investigations; and correspondence. Active cases, 2f. Include mother's aid cases and dependent children cases (boarding homes and institutions) also.
- 380 case histories, Register of (July, 1937+) 1v, U, G. For PR, see 377.
- 381 Card index of case records (by case name) (1915+) 2f, G

Financial records:

- 382 Case ledger (1933+) 2v, A, G
Following entries for each case: dayt board, clothing, medical, dental, ocular, travel, incidentals, credit, date, name of client, amount, kind of service rendered, and name of doctor.
- 383 Journal (Day book) of purchases (1924+) 4v, U, G
Date, name of store, name of persons for whom purchased, amount, date paid. Labeled journal since 1933.
- 384 Register of purchases (1933+) 1v, A, G
Name of seller, date, period covered.

Children's agency (Jamestown):

Children's cases in the eastern part of the county are handled in Jamestown. All records are in a first floor store in the Broadhead Block in Jamestown.

- 385 Boarding homes (1915+) 1f, A, G
 Investigations; correspondence; licenses from State
 Department of Social Welfare.

Case histories:

- 386 papers (1911+) 18f, G. For index, see 388;
 for description, 376.
 Active cases, 4f.
- 387 Register of (1911+) 2v, U, G. For description,
 see 377.
 Include child welfare board cases(1927-July, 1937).
- 388 Card index of (by case name) (1911+) 8f, G

Child welfare board:

- 389 case histories (1915+) 4f, G. For index, see
 391; for description, 379.
 Active cases, 2f.
- 390 case histories, Register of (July, 1937+) 1v,
 U, G. For PR, see 387.
- 391 Card index to case histories (by child) (1915+)
 1f, G
- 392 Minutes (1915+) 1f, U, G
 Full minutes of proceedings of the board.
- 393 Children's location card index (by child) (1926+)
 1f, G
 Three subdivisions: boarding homes; child's own
 home; private institutions.

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See also pages 3-5.

Children's agency (Jamestown);

Financial records:

- 394 Case ledger (1926+) 10v, A, G. For description, see 382.
- 395 Checks, Canceled (1933+) 1f, U, G
- 396 Claims paid (1933+) 2f, U, G
For materials and services. Include receipted bills.
- 397 Journal of daily disbursements (1926+) 6v, U, G. For description, see 383.
- 398 Register of purchases (1935+) 1v, A, G. For description, see 384.
- 399 Reports and general correspondence (1911+) 2f, U, G
Reports to county and state departments. Correspondence begin in 1930.

County home:

- 400 Admissions register (Record of inmates) (1832+) 4v, U, G; County Home, General Office (1832-1917) 3v; Commissioner's Office (1917+) 1v
Full personal data on inmates with dates of arrival and discharge and cause for leaving. Single-line entries. Three vols. entitled Record of inmates (1832-1917).
- 401 Cases charged against state and county (1917+) 1f, U, G; County Home, Commissioner's Office
- 402 Discharges and deaths, Record of (1900+) 3f, U, G; County Home, Commissioner's Office. See also 400.
- 403 Emigrants' records (1866-76) 1v, I, G; County Home, Commissioner's Office
Similar to admissions register except gives full data on arrival in country. Single-line entries.
- 404 Minutes of meetings of town superintendents of the poor (1830-59) 1v, U, G; County Home, General Office
Includes audits of accounts and records of inmates of poorhouse and of poor persons boarded out.

County home:

Receipts and disbursements:

- 405 Cash books (1917+) 3v, U, G; County Home, General Office
- 406 Ledger of (1850+) 23v, U, G; County Home, General Office
Detailed record of expenses involved in the operation of the county farm, such as office, hospital, labor, and care of inmates expenses. Include claims against the county home.
- 407 Reports to State Department of Social Welfare, Monthly (1906+) 1f, U, G; County Home, Commissioner's Office
Statements of changes in county home population. Printed forms. Includes also printed forms giving full personal data and record of each newly admitted inmate.
- 408 Visitors' register (1860+) 3v, U, G; County Home, General Office
Single-line entries.
- 409 Hospitalization authorizations (1935+) 1f, U, G; County Home, General Office
Printed forms made in triplicate and signed by commissioner. Copies to patient, who presents at hospital, and to town.

Old age assistance:

- 410 Case records (1930+) 17f, G; County Home, Office.
For index, see 411.
Applications, case histories, correspondence, and all related papers. Include reports to State Division of Old Age Security.
- 411 Card index to case records (by name of case) (1930+) 4f, G; County Home, Office

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Old age assistance:

- 412 Expenditure record (1931+) 1f, U, G; County Home, Office
- 413 Financial records listing grants and assets (1931+) 1f, G; County Home, Office. For index, see 414.
 Single-line entries listing grants; printed forms giving assets of cases.
- 414 Financial records, Card index to (by name of case) (1931+) 1f, G; County Home, Office

Public assistance (Home and work relief):

- 415 Case records (1917+) 5f, G; County Home, Commissioner's Office. For index, see 416.
 Full personal and social data, relief granted, and ultimate disposition of case. Cover also blind relief, hospitalization, and mental hygiene cases.
- 416 Card index to case records (by applicant) (1917+) 2f, G; County Home, Commissioner's Office
- 417 W.P.A. certifications, Card record of (1935+) 1f, U, G; County Home, General Office
 Certifications themselves kept in town welfare offices and in W.P.A. district office at Buffalo.

BOARD OF ELECTIONS (Courthouse)

In 1894 a provision was written into the state constitution that all laws creating or affecting boards dealing with elections (except town meetings or village elections) should provide for equal representation of the two chief political parties (Art. II, sec. 6). Thereupon, in 1911, county boards of elections were created to consist of two or four members appointed by the board of supervisors with an equal number nominated by the county chairman of each of the two leading political parties (Laws of 1911, chap. 649). The supervisors set the term at either two or four years. In Nassau, Oneida, Suffolk, and Westchester Counties the county clerk performed the duties of the board of elections until 1935 (Laws of 1935, chap. 3). The board of elections investigates and validates certificates of nomination, determines upon the qualifications of election officers, and compiles statistical information on enrollment and the results of voting in the county (Cahill's Consolidated Laws, 1930, chap. 16,

secs. 30-51; 1931-35, chap. 16, secs. 30-53; 1936, chap. 16, sec. 52).

Most of the records kept by this board may be destroyed after one year. This includes all petitions, certificates, objections, and other nomination papers, registers, books, statements, and other enrollment and election materials. Ballots are regularly kept for only four months. But one non-personal register or a printed pamphlet taken from it, personal registers containing signatures, lists of registered voters, original statements of canvass, and original records specifying names of elected persons must be preserved.

In Chautauqua County the board of supervisors named John Campbell and Melvin Saxton to the first board of elections on July 27, 1911.

The records of the board are kept in its office on the first floor of the courthouse and in a basement storeroom. Unless otherwise indicated, they are found in the office. The records are well kept.

I N V E N T O R Y

Canvass:

- 418 Official statement of (1921+) 1f, U, G
 Prepared by the board of elections from report of
 board of canvassers. Itemized votes for each office.
 Printed forms.
- 419 Statement of (1921+) 1f, U, G
 Condensed booklet form containing same information
 as 418.
- 420 Correspondence (1919+) 3f, U, G
- 421 Election, Certificates of (1930+) 1bu, U, G
 Certifying the election of a candidate.

Election tabulation:

- 422 General elections (1913+) 1f, U, G
 Total number of votes cast.
- 423 Primary elections (1913+) 1f, U, G
 Total number of votes cast.

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See also pages 3-5.

- 424 Expenses of candidates, Statements of (1916+) 1f,
U, G
Full detailed accounts.
- 425 Maps of election districts (1811+) 40 items, U, G
- 426 Nominations, Record of (1921+) 15v, U, G
Single-line entries.
- 427 Polling places, List of (1936+) 1bu, U, G
- 428 Proceedings (1921+) 1v, U, G
Full minutes of the infrequent meetings of the board.

Register of voters:

- 429 Enrolled electors in Chautauqua County (different
places, 1921+) 36v, A, G
Printed transcripts of enrollment books or register
giving names, addresses, and political affiliation of
each voter. Arranged alphabetically by voting district.
Single-line entries.
- 430 Non-personal (1924+) 2800v, A, G, Basement
Used in towns where election officials may register
all except new voters each year. There are originally
four copies of each book for each voting district:
one poll book, one chairman's book, and two enrollment
books. They are identical except that the last two give
party designations. After the election the town clerk
retains one enrollment book and returns the other three
to the board. The books need be kept only one year so
long as a printed list (see 429) is prepared from them.
Single-line entries giving full details on voters.
- 431 Personal (1924+) 1200v, U, G, Basement
Used in Dunkirk, Fredonia, and Jamestown, where voters
must register personally by signing enrollment book.
For general description, see 430. The signature book is
the permanent record.
- 432 Registration, Statement of voters concerning (1921+)
1f, U, G
Of voters who have become of age or moved since last gen-
eral election.
- 433 Tally sheets (1937+) 1bu, U, G
Records kept for one year only.
- 434 Voting machine face, Facsimiles of (1937+) 1bu, U, G
Records kept for one year only.

THE NEWTON MEMORIAL HOSPITAL (Cassadaga)

Upon her death in 1913, Mrs. Elizabeth M. Newton, of Fredonia, left \$150,000 for the erection of a tuberculosis hospital in Chautauqua County, at which the poor could be treated without expense to themselves. In the following year the state legislature authorized the board of supervisors to accept a site and building from the trustees of the Newton estate, and to administer the hospital through a board of seven managers, selected by the county judge, surrogate, and county treasurer for terms of six years. The chairman of the board of supervisors is ex officio a manager, and two of the other managers must be physicians. (Laws of 1914, chap. 147). The county appropriated additional money for the building fund, and work was begun on a group of eight buildings in 1917. The hospital was opened to the public in August 1920.

The administration building, 100' x 50' x 30' and of brick, steel, and concrete, was erected in 1919. It is of fire-resistant construction. The business office on the first floor, with concrete floor and plaster walls and ceiling, contains 75 percent of the records. The remainder of the records, except for one series in the head nurse's office, are in the basement vault, which has a floor, walls, and ceiling of concrete. The records are well kept.

I N V E N T O R Y

Administrative matters:

- 435 Check stubs (1920+) 20v, U, G; Basement Vault (1920-38) 19v; Business Office(1938+) 1v
Show to whom checks payable, date, amount, purpose, and name of bank. Printed forms.
- 436 Claims (1920+) 50f, U, G; Basement Vault(1920-35) 48f; Business Office(1935+) 2f
Show detailed information concerning all materials purchased for the hospital. Printed forms.
- 437 Correspondence and reports, General (1920+) 9f, A, G; Basement Vault(1920-32) 7f; Business Office(1932+) 2f
All incoming and outgoing letters concerning patients and other matters. Reports are to and from the State Department of Health.

ABBREVIATIONS: A (alphabetically arranged); b (box); Bldg (building); bu (bundle); e (envelope); f (file); F (fair condition); G (good condition); I (index in each volume); P (poor condition); PR (prior records); Rm (room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

Administrative matters:

- 438 Journal ledgers (1920+) 3v, U, G, Business Office
Classified receipts and disbursements. Single-line entries.
- 439 Ledger of special accounts (Index ledger) (1920+) 1v, I, G, Business Office
Receipts and disbursements on special accounts: landscaping; camp; children's building; school; cash; petty cash; new construction; house; Hagget Memorial; and moving picture. Single-line entries.
- 440 Narcotic record (Nov. 1934+) 1v, U, G, Head Nurse's Office, First Floor
Shows kinds of drugs on hand and dispensed. Prior records cannot be located.
- 441 Payroll sheets (1920+) 2v, U, G, Business Office
For all employees of the hospital. Printed forms.
- 442 Purchase orders (1930+) 16f, U, G; Basement Vault (1930-37) 14f; Business Office(1938+) 2f
Regulation printed-form purchase orders. Two series: one labeled, Duplicate; the other, Triplicate. Duplicates arranged numerically; triplicates arranged alphabetically by firm names. Prior records destroyed.

Case records:

- 443 Patients' admittance register (1920+) 1v, G, Business Office. For index, see 445.
Shows date admitted, residence, admission number, diagnosis, date discharged, discharge number, and condition upon discharge. Includes daily census reports showing number of patients admitted and discharged and total in residence. Numerically arranged.
- 444 Patients' case histories (1920+) 22f, G; Basement Vault(1920-33) 20f; Business Office(1934+) 2f.
For index, see 445.
Printed-form cards on each case in individual envelopes. Include complete case histories, chest examinations on admission and on discharge; temperature card; weight chart; laboratory card; treatments and complications card; and X-ray card. Numerically arranged.
- 445 Patients' card record (1920+) 2f, A, G, Business Office
Shows facts concerning admission and discharge of patients including sputum record. Since the record gives the admission number, it serves as index to 443 and 444. Printed form cards.

Case records:

- 446 Patients' correspondence (1920+) 6f, A, G, Basement Vault(1920-38) 4f; Business Office(1938+) 2f
All correspondence relating to patients' cases. Each patient has a separate folder.

Clinical records:

- 447 Clinic examination records (1922+) 26f, G; Basement Vault(inactive) 20f; Business Office(active) 6f.
For index, see 449.
Show patient's name, sex, age, marital status, date, clinic case number, X-ray number, residence, number of children, referred by, physician, diagnosis, history, physical examination, lung examination, chest diagrams, and X-ray interpretation. Printed forms.
- 448 Clinic register (1922+) 3v, G, Business Office.
For index, see 449.
Gives information on condition upon admission to clinic and also upon discharge. Single-line entries.
- 449 Clinic card record (Out-patients) (1922+) 26f, A, G, Business Office
Shows name, address, age, case number, date, clinic center, condition of patient, closed-out date, X-ray, hospital number, and remarks. Inactive, 22f; active, 4f. Printed-form cards. Acts as index to 447 and 448.
- 450 Tuberculin record (1920+) 27f, A, G, Business Office
Shows name, address, age, school, tuberculin reaction, date of examination, X-ray number and date, and remarks.
"Negative," 20f; "Positive," 7f.
- 451 X-ray films (1922+) about 100,000 films, G, Basement Vault. For index, see 452.
Cover hospital patients, out-clinic patients, and school children in school clinics. Numerically arranged.
- 452 X-ray card record (1920+) 30f, A, G, Business Office
Shows name and address of patient, X-ray film number, date, how taken, by whom referred, person taking film, and charge.
Acts as index to 451.

ABBREVIATIONS: A (alphabetically arranged); b (box); Bldg (building); bu (bundle); e (envelope); f (file); F (fair condition); G (good condition); I (index in each volume); P (poor condition); PR (prior records); Rm (room); SR (subsequent records); U (unindexed); v (volume); + (to date).
See also pages 3-5.

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